**Virtual STEM Insight Week Online Safety Agreement**

**Will be held online via Zoom or MS Teams format.**

These guidelines will be followed for safeguarding purposes:

STEM employers and Science Oxford staff will:

* have 2 DBS-checked Science Oxford staff present on each call
* ensure there will be no 1:1 engagement.
* ensure no STEM employer will contact students outside the prearranged meetings using these online tools
* use professional language, dress and behaviour throughout the call
* ensure that their background is appropriate
* disable the private chat and screen share function for students
* be the last to leave the call

Students will:

* use appropriate language and behaviour throughout the call
* ensure that they are dressed appropriately and that their background is neutral or that their camera will be muted.
* ensure that an appropriate adult is near by
* will not attempt to contact Volunteers via this platform
* will not record any of the material from the STEM Insight Week

We expect reasonable behaviour from participants at all times. We reserve the right to remove participants from the week if these requirements are not met.

By signing this form you are confirming that you have read and understood your part in the above requirements.

Participant signature:

Participant name:

You give consent for your young person to be part of this online event.

Parent/Legal Guardian signature:

Parent/Legal Guardian name:

Date: