Safeguarding of WhatsApp communications:

The below is taken from the Baptist Union Safeguarding policy.
For more information on this visit:
https://www.baptist.org.uk/Groups/220754/Safeguarding_Policy_and.aspx

Communicating using Instant Messaging (eg. Snapchat, Whatsapp, Instagram)
Instant messaging should be kept to an absolute minimum. Workers should save significant conversations and keep a log stating with whom and when they communicated.

Mobile Phones
Workers need to take care in using mobile phones to communicate with young people:
- Mobile phone use should primarily be for the **purposes of information sharing.**
- Workers should keep a log of significant conversations/texts.
- Any texts or conversations that raise concerns should be passed on to the Families Pastor (Guy Mansell) or Safeguarding Officer (Debbie Scurrell)
- Workers should **use clear language** and should **not use abbreviations like 'lol'** which could mean 'laugh out loud' or 'lots of love'.
- Workers should **not take photos of children, young people** or adults at risk unless permission is sought in advance and should not store such photos on personal phones.

In addition to the above guidance,
- WQC have 'Youth Phone'. This number is to be included in all WQC WhatsApp Youth WhatsApp groups. This ensures transparency of communications and that a record of conversations is kept.

Social Networking
- Workers should have a site that is used solely for children's / youth work communications and is totally separate from their own personal site. This is to ensure that all communication with children and young people is kept within public domains.
- Workers **should not send private messages to children on social networks**. Workers should ensure that all communications are transparent and open to scrutiny.
- Workers **should not accept 'friend' or 'following' requests from children** on their personal site, nor seek to be 'friends' or a 'follower' of any child known to them in a church context.
- Workers should **use clear language** and should **not use abbreviations like 'lol'** which could mean 'laugh out loud' or 'lots of love'.

Summary
- ▶ **Share - Use for information sharing.**
- ▶ **Save – Anything significant or concerning**
- ▶ **See-through- Keep all communications transparent.**