



Safeguarding Guideline (Short Form)

Safe Online Environment

Archdiocesan Agencies, Offices, Organisations, Ministries and Parishes can encourage online safety when engaging with children and adults at risk in compliance with legislative requirements and Archdiocesan guidelines.



Practices when engaging online include but are not limited to:

✓ Online Communication and Information Technology

- Providing education and training on the safe and appropriate use of technology
- Setting clear understanding and boundaries for communicating respectfully online
- Recognising the importance of protecting personal information by not sharing passwords with other people
- Reviewing and updating the security of information systems and ensuring that usernames, logins, and email accounts are secure and filtering software is used effectively
- ensuring personal information about the adults and children who are involved in our Church Community is held securely and shared only as appropriate.
- Ensuring no child is shown or provided with access to sexually explicit content or pornography
- Ensuring no child or adult is receiving or sharing unwanted contact or content such as:
- Monitoring Policy which includes:
 - sexting or sharing self-generated nudes or sexual images
 - inappropriate images and videos
 - contact with strangers or offers to meet offline
 - online child sexual abuse or child exploitation material
 - grooming
 - cyber bullying
 - harassment
 - aggression, or hate speech
 - breaches of privacy
- Supervising children who have access to internet devices whilst engaged in Church related activities
- No direct communication with a child engaging in church activities via email, mobile device, or social media by a cleric, religious or church worker (paid or unpaid) unless there are extenuating circumstances and written permission is sought from the parent or carer
 - should extenuating circumstances arise for communication with a child. No 1:1 online communication is to occur. A parent, carer or another church worker should be copied in on all communication.
- All social media platforms, chat rooms, forums, pages or accounts that are established by Archdiocesan Parishes, Agencies, Offices or Organisations to engage with the broader community and parishioners, participants or volunteers are to be approved by the Parish Priest, Agency Director or Manager and monitored regularly

- All social media platforms, chat rooms, forums, pages or accounts where camera use is used should include an appropriate dress code
- Take a zero-tolerance to online abuse and report online abuse and inappropriate online content

✓ Photography

- Ensuring that written permission is sought from a parent or carer for taking photographs or videos of children and only for the purpose for which consent has been given
- Photography and video taking in the church is at the discretion of the Parish Priest. It is recommended for large gatherings such as First Communion or Confirmation, where children are prepared in school that parental permission should be obtained in consultation with the school
- Photography should be taken at the end of a ceremony and by an authorised person who has a suitable reason or who is related to the child, school, or parish
- For events or ceremonies notice of photography, videography or live streaming should be announced at the beginning of the event

Notwithstanding the above, it is not illegal to take photographs or videography at a public event even if asked not to do so. If an event is private, then permission is required.

If there are concerns regarding the conduct of someone taking photographs or video footage in a public place, report this to WA Police immediately and the Safeguarding Office via the Safeguarding Concern Report.

✓ Information & Advice

For additional information please seek guidance from:

Safeguarding Program Office
safeguarding@perthcatholic.org.au
or your supervisor

