



**BOYS & GIRLS CLUB
OF SAN FERNANDO VALLEY**

11251 Glenoaks Blvd, Pacoima, CA 91331 • 818-896-5261 • bgcsfv.org

Boys & Girls Club of San Fernando Valley Virtual Programming Parental Consent Letter

Dear Parent/Guardian:

In an effort to continuously serve members during the Club closure, Boys & Girls Club of San Fernando Valley is providing distance-based, virtual programming and mentoring for Club members, through which Club staff will facilitate program activities through online platforms. Boys & Girls Club of San Fernando Valley will use software, tools, and applications provided by third parties that members, parents/guardians and/or staff will access via the Internet and use for purposes of communication, interactive program activities, and mentoring. These platforms include: Zoom, Facebook Live, YouTube, Discord, Instagram, Twitter, and Google Classrooms.

This letter seeks consent for your child to utilize Zoom, Facebook Live, YouTube, Discord, Instagram, Twitter, and Google Classrooms for distance-based, virtual Club program activities and mentoring purposes. Please be aware that each application collects different information about its users and has its own privacy terms and conditions to which members must adhere. Please review these carefully before registering your child.

In order for your child to participate in virtual, interactive Club program activities and mentoring, you will need to provide the following:

- Internet access and a device that is capable of accessing the internet, such as a smart phone, tablet, or computer.
- Contact information for each participant. Make sure to sign up for BGCSFV Virtual Club (www.bgcsfv.org/virtual-club) for each child participating in virtual programming. Parent/guardian phone and email address information is required to complete sign up.
- Current BGCSFV membership. Interactive programs and activities require that the participant is a current BGCSFV member and that this parental consent form is completed and signed to give expressed permission for participation. Guests and inactive members will not be allowed to participate in online interactive sessions.

We will use the online applications for the following program activities:

- Zoom will be used for interactive group activities and meetings. Zoom will only be used by BGCSFV staff, volunteers, and current members.
- Facebook Live will be used for members and guests to view activities that are being recorded live, and are posted to the BGCSFV Facebook page. The BGCSFV Facebook

page will also post flyers, pictures, and other Club information, and is public and can be viewed by anyone.

- YouTube will be used to post recorded videos of staff members demonstrating a technique or skill for an activity. The BGCSFV YouTube is public and can be viewed by anyone.
- Discord will be used for group chats with staff, volunteers, and members. Discord will only be used by BGCSFV staff, volunteers, and current members.
- Instagram will be used to post pictures, flyers, and other information about BGCSFV programs. The BGCSFV Instagram account is public and can be seen by anyone.
- Twitter will be used to post pictures, flyers, and other information about BGCSFV programs. The BGCSFV Twitter account is public and can be seen by anyone.
- Google Classrooms will be used to post program activities for current BGCSFV members. Google Classrooms will only be used by BGCSFV staff, volunteers, and current members.

Virtual programming and mentoring sessions may be recorded for later use by the Club. By signing this release, you give permission for your child to be recorded, their voice or image to be included in any recordings of the virtual programming and mentoring in which they participate, and for the Club to use such recordings for any purpose.

Our commitment to keeping the young people we serve safe is always our number one priority. Boys & Girls Club of San Fernando Valley will actively monitor member activity on Zoom, Facebook Live, YouTube, Discord, Instagram, Twitter, and Google Classrooms and will make every effort to protect member information by, among other things, maintaining control of, and access to, the data collected; prohibiting re-disclosure of member information; limiting the purposes for which the online platforms may use member information; ensuring there is no advertising and that no member information is collected for commercial purposes.

Further, all activities online must comply with Boys & Girls Club of San Fernando Valley's safety policies, including the BGCSFV Virtual Programming Guidelines, Procedures, and Resources for Staff, Volunteers, Members, and Guests; BGCSFV Member Handbook; BGCSFV Volunteer Handbook; Esports Handbook; Internet Safety Policy; and Prohibition of 1:1 Contact Policy which are available on the BGCSFV website (www.bgcsfv.org) or at the Club's office (818-896-5261).

If a participant does not follow the member and guest virtual programming rules (attached), he/she can be removed from the activity session, suspended, or even expelled from BGCSFV Virtual Club. The parent/guardian will be notified if this occurs.

Please complete the attached permission form to record your consent for your child's use of Zoom, Facebook Live, YouTube, Discord, Instagram, Twitter, and Google Classrooms. Please email the completed form to membership@bgcsfv.org.

If you have any questions, please feel free to contact me by phone (818-896-5261) or email (membership@bgcsfv.org).

Sincerely,

Nicole Chase
President/CEO

and

Ian Smith
Program Director