

# Digital Champions

## 2019-20

### Information pack for applicants

**Thank you for your interest in joining the  
Childnet Digital Champions!**

In this information and application pack, you'll find:

- Parents/Carers consent form
- Media consent form
- Application checklist

#### **Who are the Digital Champions and what will they do?**

Our group of Digital Champions will:

- Be Childnet's 'go-to' group for exciting participation prospects
- Be representative of our entire Digital Leader community from across the UK and meet and collaborate with other Digital Leaders outside of their school
- Get access to a variety of fun and interesting opportunities
- Receive specialist training
- Advise the UK Government on how to keep other young people safe online
- Attend our regional and national events
- Help to develop new modules and activities on the platform
- Receive training on leadership, media and technology
- Get exclusive first hand access and contribute extensively to the planning of the programme

It requires an 8 month commitment from December-July of the 2019-20 academic year. During these 8 months we would require one video call per month as well as the additional participation work – we don't anticipate this taking any more than 6 hours a month. Please note we may require some support from teachers during the 8 month period to keep in contact with the Digital Champions, particularly during the first few months whilst dealing with any initial issues. There may be other opportunities that Digital Champions might be asked to take part in, such as media opportunities and large scale events, which may require a longer time commitment and require that they travel. We will reimburse any expenses (such as travel and accommodation) they incur as a part of this group.

#### **Why was this group created?**

The Childnet Digital Leaders Programme is proud to be a youth-led programme. We know it's great as it currently is – but we want to make it even better! We know the only way to improve the programme and help it reach its full potential is to get young people's continued input on it.



## What will I get out of being a Digital Champion?

It's our hope that the Champions get a lot out of this opportunity, and use it as a meaningful learning experience to further their knowledge of online safety and be role models to all Digital Leaders. We will give them support to make the most of their time as a Digital Champion. And have fun too!

## Who can be a Digital Champion?

They don't need to know everything about the law when it comes to staying safe online – they will need to have a passion for promoting online safety, a desire to help other young people and a knowledge of the Childnet Digital Leaders Programme online platform.

## How do they apply?

Please fill out the online form at [www.surveymonkey.co.uk/r/29RMDJ2](http://www.surveymonkey.co.uk/r/29RMDJ2) and return all your signed consent forms by **Friday 1st November**. There are no wrong answers so remember applicants should be honest and be themselves!

Their parents/carers will need to read and sign both the Parents/Carers consent form and the Media consent form. The Parents/Carers consent form states that parents/carers give permission for their child to be a Digital Champion and use the Edmodo social media page. The Media consent form states that they give permission for their child's image, work or quote to be used in any marketing material (e.g. leaflets or on our website) or, if they're very lucky, any media opportunities such as film or TV.

They need to be available for an online interview that will last 30 minutes on either 14 or 15 November (this can be after school). We will give the Digital Leader a confirmed date and time if they are successful in passing the application form stage. We will make sure we have available slots either before or after school too, so they won't have to miss any lessons!

Complete the application checklist to ensure that everything is completed before the components are sent them to us. **Please make sure ALL parts of this application pack are completed by the 1st November deadline. We cannot accept any applications that are missing any of the documents.**

Our Digital Champions have been inspired and empowered to do some really awesome things:

"I have always been an incredibly nervous speaker, but after my presentation in Ely (East of England Digital Leaders Regional Event), even though it was small, I've presented in my all-school assemblies three times just in this past half-year, and in academic societies a further two times. I have generally been a lot more sure of my ability to persuade and speak on topics I am passionate about - from digital safety to Pride 2019."

- Bella, Digital Champion

When you have completed your application please send all your documents to [leaders@childnet.com](mailto:leaders@childnet.com) or post them to:

Childnet Digital Champions, Childnet, Studio 14, Brockley Cross Business Centre,  
96 Endwell Road, London, SE4 2PD



Please ensure you have completed ALL the below steps before sending in your application:

Completed the application form either on paper or online

Your parent/carer has read and signed the **participation consent form including consent to use Edmodo**

Your teacher has read and signed the **Edmodo section of the participation consent form**

Your parent/carer has read and signed the **media consent form**

You are able to do an online interview on either 14 or 15 November (we will let you know which date and time if you are successful in passing the application stage. This can be after school.)

You are available to travel, with possible residential stays (we will always give you forewarning and reimburse your expenses)

There is an adult in your life (such as parent/carer or teacher) that can chaperone you in case you need to travel



Dear Parent/Carer,

We are delighted that your child is applying for the Childnet Digital Leaders Digital Champions! We just wanted to write to you to explain what the group is and what will be expected of your child if their application is successful.

### **Who are the Digital Champions and what will they do?**

Our group of Digital Champions will:

- Be the Childnet Digital Leaders team's 'go-to' group for exciting participation prospects
- Be representative of our entire Digital Leader community from across the UK and meet and collaborate with other Digital Leaders outside of their school
- Get access to a variety of fun and interesting opportunities
- Receive specialist training, such as on leadership, media and technology
- Advise the UK Government on how to keep other young people safe online
- Attend our regional and national events, with the opportunity to present and facilitate large meetings
- Help to develop new modules and activities on the platform
- Get exclusive first-hand access and contribute extensively to the planning of the programme as a whole.

It requires an 8 month commitment from December-July of the 2019-20 academic year. During these 8 months we would require one video call per month as well as the additional participation work – we don't anticipate this taking any more than 6 hours a month maximum. There may be other opportunities that they might be asked to take part in, such as media opportunities (television, radio etc.) and large-scale events, which may require a longer time commitment and require that they travel. We will reimburse any expenses (such as travel and accommodation) they incur as a part of this group.

**PLEASE NOTE: Students must be 13 or over to apply for the role of Digital Champions.**

### **Why has this group been created?**

The Childnet Digital Leaders Programme is proud to be a youth-led and youth focused programme. We know it's great as it currently is – but we want to make it even better! We know the only way to improve the programme and help it reach its full potential is to get young people's continued input on it in a more focused and specialised way.

## What will my child get out of being a Digital Champion?

It's our hope that the Champions get a lot out of this opportunity and use it as a meaningful learning experience to further their knowledge of online safety and be role models to all Digital Leaders. We will give them support to make the most of their time as a Digital Champion. And have fun too!

## Communication

In order to lighten the load for teachers, and to aim to be more effective and efficient in the communication between Childnet and the Digital Champions over the coming months, the Digital Leaders team have been exploring a variety of methods and online platforms to do this safely and cogently. We have found an online platform called Edmodo which we think will be an efficient system to enable this direct communication.

## What is Edmodo?

Edmodo is a free online platform, accessed by a web browser. It is very trusted by schools and is used in classrooms all over the world. It enables teachers to assign work, set quizzes and communicate directly with their class. Discussion can also be held on the platform. Students cannot directly message each other and parents can monitor their child's engagement via the Edmodo app and communicate with the teacher as well. On signing up, a young people is requested to provide their parent's email address so Edmodo can communicate with them. Please take a look at the Edmodo website at [www.edmodo.com](http://www.edmodo.com).

## How will Childnet use Edmodo to contact my child?

The Childnet Digital Leaders team will use Edmodo to set work, request feedback and communicate other participation opportunities to the Digital Champions. We will primarily use the 'Posts' section (much like a Facebook wall) to do this. The Childnet Edmodo account is set up using the [leaders@childnet.com](mailto:leaders@childnet.com) email address – this is an inbox administered by the whole of the Digital Leaders team and so will not include any personal information that encourages 1:1 communication, such as personal email addresses. Edmodo notifications are also sent to this inbox. Any communication that is received from any young people directly to one member of staff that requires a response will be responded to with the [leaders@childnet.com](mailto:leaders@childnet.com) email and teacher copied in, along with the request to use Edmodo where possible. If we do need to contact a Champion over email, this will be sent as above; using the [leaders@childnet.com](mailto:leaders@childnet.com) email address, copying in a teacher or parent.

In the Edmodo Terms of Service, it states the following:

*IMPORTANT! If you are not of legal age to form a binding contract (in many places, this is 18 years old), then you must get your parent or guardian to read these terms and agree to them for you, before you use Edmodo or provide any information to us. Please review this agreement with your parent or guardian so that you both*

*understand how Edmodo works and what restrictions apply to your use of our websites and services. Remember, always get an adult's permission before going online.*

We request your consent for your child to use this platform as a way for us to directly communicate with them. Please read the [Edmodo Terms of Service](#) and if you are happy with them, please sign below. Please also see our own [Privacy Policy](#) which states how we share Digital Leaders information with external organisations.

Once completed, we will hold this consent form on our records for the duration of the young person's remit as a Digital Champion.

Please sign the Parent/Carer consent and Media consent forms below to give Childnet consent for your child's participation in the group. Please send to [leaders@childnet.com](mailto:leaders@childnet.com) or post to:

Childnet Digital Champions  
Childnet International  
Unit 14, Brockley Cross Business Centre  
96 Endwell Road  
London  
SE13 5JD

### **Our commitment to you**

We take privacy and safety very seriously, and if you would like more information on the Childnet Digital Leaders programme please visit our parents/carers FAQ page, [www.digital-leaders.childnet.com/frequently-asked-questions/](http://www.digital-leaders.childnet.com/frequently-asked-questions/). If you would like to discuss anything further, please don't hesitate to get in touch with Danielle Antha, Project Manager, on 0207 639 6967 or [danielle@childnet.com](mailto:danielle@childnet.com).

Best wishes,

Danielle Antha  
Project Manager, Childnet

## Parent/carer consent form

**PLEASE NOTE: Parent/Carer consent is mandatory for your child to be able to participate in the Digital Leaders Digital Champions group.**

*PLEASE WRITE IN BLOCK CAPITALS*

**Details:**

Child's first name \_\_\_\_\_

Child's surname: \_\_\_\_\_

(Please note: surnames are only used for identification purposes internally at Childnet, and we only use first letter of their surname to identify young people on the online platform – see Privacy Policy for more info)

School name: \_\_\_\_\_

Child's school email address: \_\_\_\_\_

**Emergency contact details:**

Parent/Carer contact (to be used in an emergency)	Second emergency contact details
Name	Name
Relation to child	Relation to child
Preferred contact number	Preferred contact number
Other contact number (optional)	Other contact number (optional)

**Consent:**

I \_\_\_\_\_, confirm that:

- I give consent for my child to take part in the Childnet Digital Leaders Digital Champions group.



Childnet

# Digital Leaders Programme

[www.digital-leaders.childnet.com](http://www.digital-leaders.childnet.com)

- I agree that my child can be in contact with members of the Childnet team (all DBS cleared; these can be shared with the school on request). This includes monthly Skype calls, emails etc.
- I give consent for my child to use Edmodo in their capacity as a Digital Champion.
- I give consent for Childnet to securely store information about my child.
- I give consent for my child to attend national and regional events, which may include residential stays away from home and will ensure my child will have an adult chaperone when travelling. I understand that if I do not organise an adult to chaperone my child during any such opportunity, my child will not be able to take part.

**I confirm that I have read and agree to all of the above:**

Parent/Carer Signature \_\_\_\_\_ Date \_\_\_\_\_



## Teacher consent form

**PLEASE NOTE: Teacher consent is mandatory for your student to be able to use Edmodo for their work as Digital Champions.**

*PLEASE WRITE IN BLOCK CAPITALS*

### Details:

Student's first name \_\_\_\_\_

Student's surname: \_\_\_\_\_

(Please note: surnames are only used for identification purposes internally at Childnet, we will not use the student's surname in any public facing capacity)

School name: \_\_\_\_\_

### Consent:

I \_\_\_\_\_, confirm that:

- I give consent for the student to use Edmodo in their capacity as a Digital Champion.
- I give consent for Childnet to securely store information about the student.

I confirm that I have read and agree to all of the above:

Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

## Childnet media consent policy

**PLEASE NOTE: Media consent is optional and not mandatory for your child to be able to participate in the Digital Leaders Programme.**

Childnet exists to “help make the internet a great and safe place for children.” Your child has the unique opportunity to contribute to Childnet’s work. In keeping with our media consent policy to protect children and promote children’s rights, we ask that you carefully review the policy information outlined in this document. If you have questions or concerns about your child’s image being used by Childnet please feel free to contact us on 020 7639 6967 or by email at [leaders@childnet.com](mailto:leaders@childnet.com).

### How are the images used?

We use images in a range of materials to promote Childnet as a whole and also to illustrate particular areas of our work. This includes (but is not limited to) publicity materials such as leaflets, brochures and posters, newspapers, magazine articles, television programmes, social media and publications for the internet. In Childnet’s publications we will never fully identify a young person in conjunction with an image. We may use partial information such as a first name and school/organisation. However, external media organisations (e.g. BBC) may require full name, school and location to be used in conjunction with an image.

### Childnet agrees to:

- Only use images of young people with the consent of their parent or carer.
- Store images and video footage of young people securely.
- Use images and video footage of young people as set out on the consent form, and with the aim to further the mission of Childnet in making the internet a great and safe place for children.
- Never fully identify a young person in conjunction with an image. We may use partial information such as a first name and school/organisation.
- Remove images or footage of young people upon written request by their parent or carer. Online photographs will be removed immediately and printed or published footage will be removed for subsequent print runs and editions.

As a parent/primary carer of \_\_\_\_\_ you hereby agree to:  
*(Child/Young person’s name)*

- Allow Childnet to use and reproduce photographs, images, and video footage of your child as outlined above\*.
- Allow Childnet to securely store images and video footage of your child for future use.

\_\_\_\_\_  
Parent/Carer Signature

\_\_\_\_\_  
Date

As the young person whose image or video footage may be used by Childnet you agree to:

- Allow Childnet to use photographs, images, and video footage of me as outlined above\*.
- Allow Childnet to securely store images and video footage of me for future use.

\_\_\_\_\_  
Young Person Signature

\_\_\_\_\_  
Date

## Safety and privacy in the Childnet Digital Leaders Programme

We take privacy and safety very seriously and we have set out a clear commitment to your child's school/organisation and we will communicate this to your child in an easy-to-understand way throughout their training. You may have heard of the General Data Protection Regulation (GDPR); if you haven't, it is legislation regarding how personal data can be stored and used and is effective from 25<sup>th</sup> May 2018. This updated Privacy Policy has been written in accordance with GDPR.

Your child will have access to our Childnet Digital Leaders platform, which will be accessed by other digital leaders from across the UK and their teachers/educators. To ensure this platform is a positive and safe place we are putting in place several best practice measures.

1. **Communication on the platform:** to ensure that all communication between young people is kind and supportive we will:
  - Provide clear Community Rules and Reporting features on the platform
  - Childnet and your child's teacher/educator will play an active role in monitoring communication
  - In case of any inappropriate use we have clear procedures
2. **Privacy:** We will protect your child's personal information by:
  - Securely storing information
  - Only displaying limited information on the platform
  - Asking permission before sharing anything a young person has posted on the platform
  - Offering children the right to remove any data we store about them
  - We will delete your child's personal information after they have left the programme
3. **Safety:** We have the following child protection procedures in place:
  - Our staff are all DBS checked, and undergo rigorous recruitment procedures. We have in place clear internal procedures about how and when our staff are able to access the platform or communicate with young people.
  - We have a clear process for handling disclosures and will involve your child's school/organisation immediately in the case of any concerns.

If you have any concerns or questions, please contact **Danielle Antha, Project Manager**, on 0207 639 6967 or [danielle@childnet.com](mailto:danielle@childnet.com).

### Your child's responsibilities

As Childnet Digital Leaders, young people have a responsibility to behave in a kind, respectful and supportive way throughout the programme, both in school, online and in other contexts. Please see attached the **Ethos and Values** of the programme, which your child will receive in their training.

We expect young people to fulfil their responsibility to protect their own and others privacy on the platform by not sharing personal information and to seek support.