

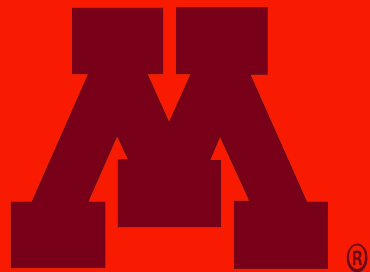


Guidelines for working with youth online

UMN: Safety of Minors

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UNIVERSITY OF MINNESOTA

Driven to DiscoverSM



Operating Lens



Risk



Online Guidelines



Accessibility: Reminders and Resources



Questions

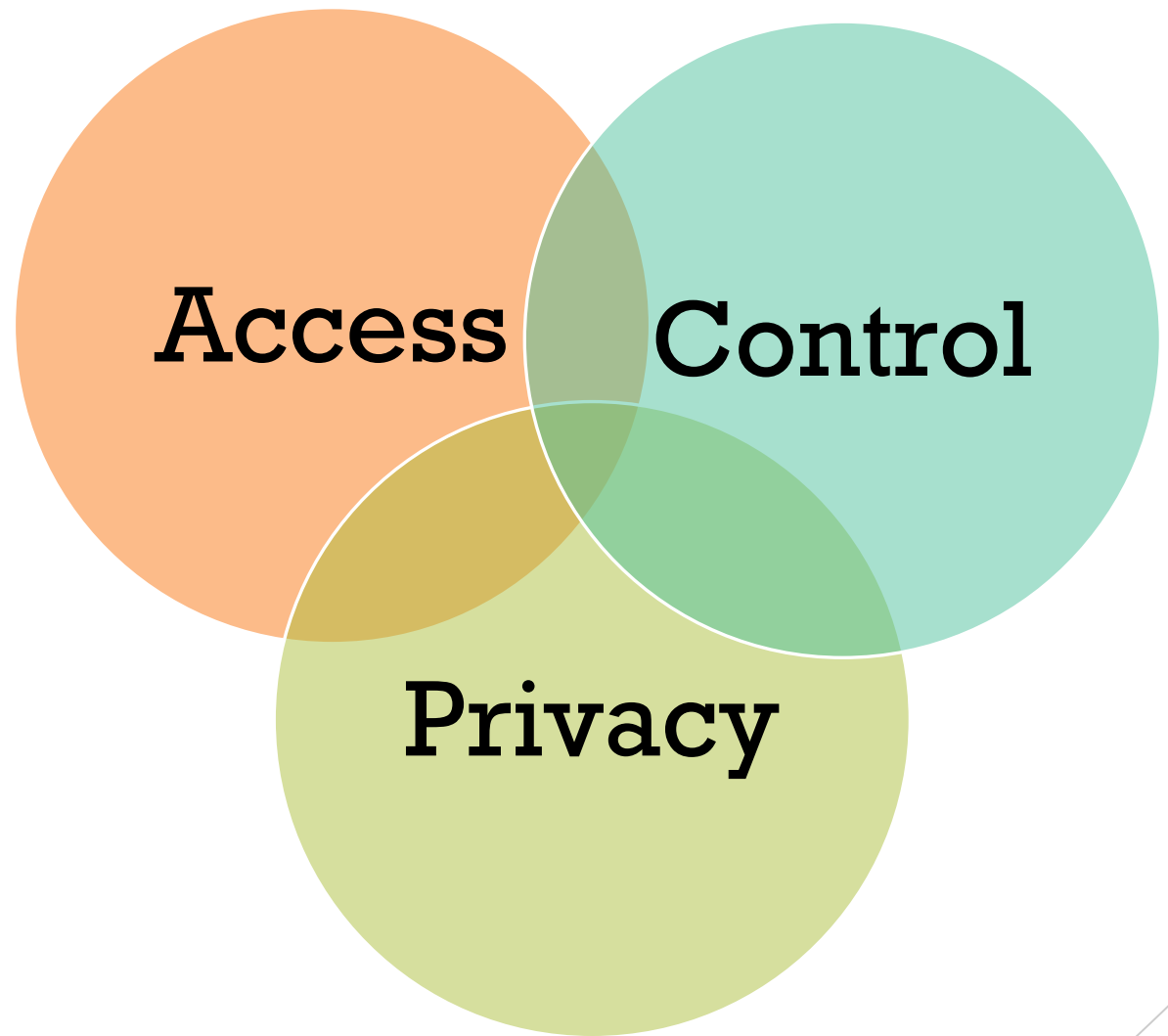


Safety and
Compliance
Lens?

Engagement and
Quality Lens?

Both are critical.

How adult
offenders
operate



Mandated Reporter

Although you are still a UMN student, your role in working with youth is as an **adult**.

Mandated reporters are people who are authorized -- and required -- to report situations where they believe that a child may be in danger of abuse or neglect. Teachers, paraprofessionals, all administration, and support staff in an educational setting are **mandated reporters**.

As a classroom assistant, tutor, mentor, or volunteer with youth, you are expected to report your supervisor or host/ cooperating teacher. Your supervisor or host/cooperating teacher will guide you through next steps, which may include contacting university police.

Please watch
this short video
from Minnesota
Department of
Health



Mandated Reporter Overview

We recommend mentors/tutors do not record virtual sessions unless asked to do so by the host teacher.



• Prohibit kids/parents/guardians from recording, unless necessary as an accommodation for a disability.



• If tutor/mentor may (or must) record, decide where the recording will be sent and how soon it should be deleted by the mentor/tutor.



• Let participating youth know the session is being recorded (audio only or audio +video).



• If a parent raises concern about a virtual session being recorded, refer them to the host teacher immediately.

Bullying & harassment in virtual environment

- Bullying and harassment are serious concerns in a virtual environment, especially during a time when young people are increasingly targeted with racist and other hate speech, symbols, or behaviors.
- You are a second set of eyes and ears for your host teacher/ supervisor. If you witness bullying, harassment, or hate speech, report it to your host teacher/ supervisor immediately.
- As an example, one organization created camper and family onboarding tools to help campers transition to the digital space. “These include online behavior agreements, diversity and inclusion statements, and digital safety videos as part of our registration package to emphasize the creation of a safe, inclusive environment. We’re ensuring our program content heavily emphasizes a safe community — which we are all part of, and campers create.”

Interaction Requirements



No 1:1 chats with program participants



No private chats or outside chats—make sure control settings are on



Youth should not text one another



If required, youth should only use first name and last initial



Recommend that youth under 12 have a parent present



Youth should not share invite codes

Interaction requirements continued...



Recommended ratios: a minimum of 2 adults present.



Youth should be online in a public space (**observable and interruptible**).



Expect that any activity online with youth to be observed and or supervised unannounced by program leaders or teachers.



Ensure youth and parents are informed about how to report an incident.

Roles for UMN students online:



**MONITORING YOUTH
BREAKOUT ROOMS**



**SUPPORTING TEACHERS
IN DELIVERING QUALITY,
IMPACTFUL, ENGAGING
LESSONS**



**CO-HOSTING VIRTUAL
SESSIONS TO PREVENT
PRANKS,
(I.E., ZOOMBOMBING)**



**HELPING STUDENTS
AND TEACHERS WITH
TECH ISSUES**

Additional Reminders...



**YOU ARE STILL A
MANDATED REPORTER**



**YOU STILL NEED TO
REPORT INCIDENTS**



**YOU ARE ALWAYS
MANAGING RISK**

Accessibility in Virtual Programs

Accessibility definition: A person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, and enjoy the same services as a person without a disability in an equally effective and equally inclusive manner, with substantially equivalent ease of use.

Real-time Video

- Accessibility options from popular video conferencing providers.
- [Zoom Accessibility Options](#)
- [Google Meets Accessibility Options](#)
- [Microsoft Teams Accessibility Options](#)

A red speech bubble graphic with a white outline, containing the text "Recorded Video". The bubble has a tail pointing downwards and to the right.

Recorded Video

- Although closed captions and subtitles look similar, they are designed for two different purposes.
 - **Subtitles** provide a text alternative for the dialogue of video footage – the spoken words of characters, narrators, and other vocal participants. Especially helpful if *language* is a barrier.
 - **Closed captions**, on the other hand, not only supplement for dialogue but other relevant parts of the soundtrack – describing background noises, phones ringing and other audio cues that need describing. Especially helpful if *hearing* is a barrier.
- [Scribie – Transcription Services for Subtitles and Closed Captioning](#)
- [Example of a Video Made Accessible for Those with Mobility Limitations](#)

Zoom: Secure Your Zoom Meeting!

- <https://it.umn.edu/zoom-secure-your-zoom-meetings#DuringZoom.lnk>
- Maintain code of conduct
- Before meeting
- Settings
- Users
- Chat
- Screen Sharing
- Waiting Room
- Lock Meeting



Questions: