

## Using Zoom safely

As Woodcraft Folk groups, and others, adapt to online platform it has become clear that Zoom is seen as user friendly and has functionality that enables interaction between participants.

There have been a number of safeguarding concerns raised about Zoom, especially with uninvited guests joining meetings (known as Zoom Bombing). The following is a list of tips for group leaders:

1. Get parental consent
2. Get to know the [organiser control settings](#)
3. Establish a group agreement about meeting purpose and expected conduct
4. Be clear about how participants will be managed during a session e.g. muted, free to chat to each other. [Facilitator guidance is available.](#)
5. Remind young people that they should join Zoom meetings as guests rather than creating their own account
6. Do not share joining instructions on social media, but privately with invited guests.
7. Create a pin number for your Zoom event and circulate separately from Zoom codes
8. Set Zoom [event settings](#) to disable screen sharing by all participants and risk assess chat functions
9. Use the [waiting room function](#)
10. Lock the Zoom event when all participants have arrived
11. Disabled video to prevent participants from recording sessions without permission

Check out the following webinar from Zoom:

- [How to keep uninvited guests out of your Zoom event?](#)



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Education for Social Change

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NOT WASTED  
ON  
THE YOUNG**