**Virtual Programming for Club Members: Sample Parental Consent Form**

Dear Parent/Guardian:

In an effort to continuously serve members during the Club closure, Boys & Girls Clubs of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is providing distance-based, virtual programming for Club members, through which Club staff will facilitate program activities through online platforms. Boys & Girls Clubs of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 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 and programming. These platforms include: [list online applications that will be used].

This letter seeks consent for your child to utilize [online applications] for distance-based, virtual Club program purposes. [Describe the app’s security and privacy features, including how they comply with federal law]. 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 member.

In order to participate in virtual Club programming, you will need to provide the following:

* List any requirements for participation, including technology requirements, parent/guardian email addresses, any information to be provided by the parent/guardian or member to register and use the program, space/time at home needed to participate, member computer skills needed, etc.

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

* List how the applications will be used; for example, for group chats, video conferencing, sharing projects, etc.

Our commitment to keeping the young people we serve safe is always our number one priority. Boys & Girls Clubs of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will actively monitor member activity on [online applications] 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 Clubs of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_’s safety policies, including the [list all relevant policies, including the Code of Conduct, Acceptable Use Policy, Internet Safety Policy, Prohibition of 1:1 Contact Policy], which are available [note where parents/guardians can access the policies].

Please complete the attached form to record your consent for your child’s use of [online applications]. Please return the completed form to [contact information].

If you have any questions, please feel free to contact me.

Sincerely,

[Name]

Parent/Guardian Permission

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, parent/guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*Print parent/guardian name Print member’s name*

give permission for him/her to participate in distance-based online Club experiences at Boys & Girls Clubs of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian’s Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_