

Scout Safety Videoconferencing Guidelines

Here are the guidelines we want the scouts, leaders, parents and merit badge counselors to follow when using videoconferencing.

Basic Guidelines for All:

- 1) Troop 90's Code of Conduct applies to online activities (reference <http://mytroop90.org/forms/t90CodeofConduct.pdf>).
- 2) Recording of videoconferences is prohibited.
- 3) No private chats. The rules for chatting are the same as talking in person. No side conversations so no private chats.
- 4) No screen annotations unless you are the presenter or called upon in the meeting to do so. Respect the materials of the presenter. Do not annotate over them.
- 5) Scouts must change their on-screen name to the following format:
Patrol Name Initials - First Name, Last Initial (Role in the Troop)
e.g. UC - Matt G (Patrol Member)
- 6) Scouts should be muted unless actively participating in the conversation especially if group is large.
- 7) Host/Organizers:
 - Best if Host is not the Presenter.
 - Disable Private Chat.
 - Keep participants muted if not actively participating in the conversation.
 - Watch the chat and support the presenter accordingly.

Videoconferences for Merit Badges

- 1) Merit Badge counselor must have another adult on the call or at least two scouts on the call (Buddy System).

Videoconferences for NYLT Sign-Offs

- 1) NYLT scout older than two years of a scout seeking a sign-off must have another scout on the video call or present/visible on either end of the call.
- 2) NYLT scouts within two years of age of the scout seeking a sign-off can conduct the videoconference one-to-one.

Videoconference for Scoutmaster Conferences

- 1) Scoutmaster or ASM must have another adult on the call during the conference.

Videoconference for Boards of Review

- 1) At least two registered adult leaders as required by the Guide to Safe Scouting (www.scouting.org/health-and-safety/gss/gss01) who are familiar with these requirements for videoconference boards of review, must be present on the videoconference with the Scout.
- 2) All members of the board of review must be visible to the Scout.
- 3) No one within hearing range on either side shall be off camera. No observers should attend any board of review as their presence can change the discussion dynamics.
- 4) After the board of review is completed, the scout is to be placed in a "Break Out Room" while the leaders discuss the scout's qualifications and readiness for rank advancement.
- 5) The scout will be notified by the Board of Review by "Break Out Room" message to rejoin the conference.
- 6) The board will inform the scout of their decision and discuss any necessary aspect of the review.