[Insert group/SEC church logo and contact details]

**Online Communication Log with Young People – Scottish Episcopal Church**

Maintain a copy yourself and forward a copy to the Safeguarding Coordinator

|  |  |  |  |
| --- | --- | --- | --- |
| Date, Time, Platform, Duration | Name of Leaders involved/informed | Name of Young People | Outline the purpose of online communication (e.g. youth group worship planning; checking in; x asked to talk) |
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