

Organisation Name
Organisation Address
Youth Worker: NAME OF KEY WORKER
Tel: INSERT HERE E-Mail: INSERT HERE

Dear Parent/ Guardian

At **NAME OF ORGANISATION** we believe that the safety of our young people and children is very important. In order for us to maintain high levels of safety and protection of young people involved in our groups.

As an organisation we ensure that all our leaders are safely recruited and that they are all given training on appropriate leading and behaviour around children and young people.

In order to do this I am enclosing a slip for you to fill in and return.

The slip which is enclosed allows me to contact your son/ daughter concerning various events happening, for example this might be a group text reminding your son/daughter of an event. The slip also allows us permission to use any photos and videos which we take during groups to be used to promote the work of the church further, this may involve them going onto galleries on our website for visitors to see or appearing on posters. Full details on how we use this information is included on the contact/social media section of our safeguarding policy which is also included with this letter.

If you could fill in the slip and return it as soon as possible it would be a great help.

Thank You

YOUR NAME
YOUR POSITION IE. YOUTH WORKER