



Quick Guide - Online Permission Form

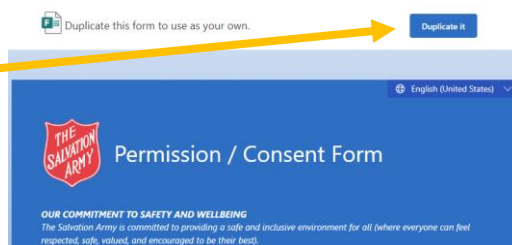
Get the link

- Salvos Central > Safeguarding Toolkit
- Click the 'Running children and youth programs' button on the home page
- Scroll to 'Online Permission Form'



Duplicate form

- Click on 'Duplicate it' button
- Wait, it may take a minute or so



Update activity details

- Title for program/activity
- Corps name, program, year
- Provide activity overview
- Names of leaders and assistants
- Save design version link for you

Permission / Consent Form

OUR COMMITMENT TO SAFETY AND WELLBEING

The Salvation Army is committed to providing a safe and inclusive environment for all (where everyone can feel safe, valued, and encouraged to be their best).

This form must be completed by a parent/guardian and will take around 10 minutes. Inform you hit 'submit' at the end of the form. The form will only add sections if more information sections where possible to save you time. Please read everything carefully considering the below.

CONFIDENTIALITY

We will not share your personal information with others outside the organisation unless you give us permission. The information provided will be managed in line with The Salvation Army Privacy Policy.

RIVENDELL CORPS - YOUTH GROUP 2023

Friday Nights: School terms 1-4
7pm-10pm

This program includes:

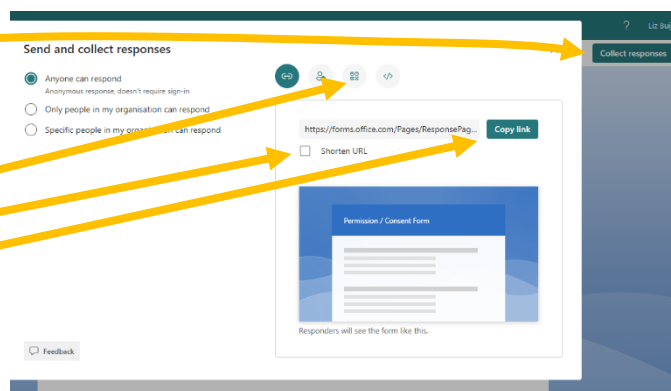
- Onsite activities - at the Corps Gully Way: Rivendell
- Offsite activities (not over night) - once per term at various community locations (t
- Online activities - once per term on MS Teams

YOUTH TEAM LEADERS: Jimmy Buijs

YOUTH TEAM MEMBERS: Cassie Buijs, Savannah Williams

Collect responses

- Click on 'Collect Responses' button
- Create QR code
- Click 'Shorten URL' box
- Click 'Copy Link'
- Provide to parent/guardian



View responses

- Click the 'Responses' tab in MS Forms to view a summary or 'View results' for specific response detail
- 'Open in Excel' to see all info collected to date in a spreadsheet

