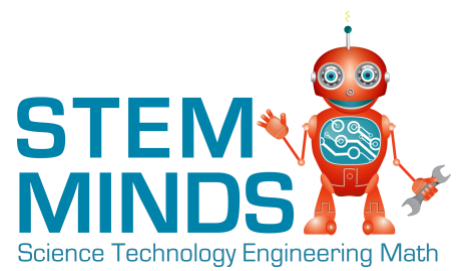# STEM Minds Virtual Learning Safety & Security Guidelines

STEM Minds virtual classes, including Virtual STEM Camps, are hosted through the video conferencing software/platform Zoom.

Zoom has been selected as our desired platform due to its stability in performance, ease of use, and multiple features that make meeting the needs of our diverse students easier in an online environment.

As with all online environments, security and privacy are a top concern. Video conferencing opportunities, regardless of platform, require active measures to be taken in order to ensure a positive experience for everyone, especially when working with children.

In order to ensure the security of our students and to promote a positive learning environment for everyone, we take the following measures in all of our virtual classes:

1. All Zoom meeting links are password protected and are only shared with the instructors and registrants. Our Zoom links are never posted publicly in any way.
2. We have enabled the "waiting room" feature so that all persons wishing to join the class must be first approved by one of our instructors. All participants are instructed that their display name must align with either the student's full name listed upon registration OR the parent/guardian's full name listed upon registration. Prior to allowing a person to enter the call, our instructors confirm that the display name matches with individuals registered for the class. Those who do not have display names listed in our registration list will not be permitted to join the class.
3. The meeting room is "locked" 15 minutes after the class start time in order to ensure a secure environment.
4. Instructors control who is able to come on microphone, video, or to share their screen.
5. Our virtual classes are never recorded or shared. Screenshots of the call to capture student work have all names and faces blurred or removed prior to be sharing publicly.

6. All registrants agree to our Behaviour Policies upon registration. All registrants are provided with a copy of our Digital Citizenship Guide in order to clearly understand how to behave appropriately in a virtual classroom setting.
7. The chat feature is actively monitored by our instructors to ensure what students are posting is "classroom appropriate"
8. Any participant who behaves in a way that is not in alignment with our Behaviour Policies or our Digital Citizenship Guide may be removed from the class depending on the severity of the behaviour.

Student safety and privacy continues to be our top priority. If you have any further questions or concerns, please do not hesitate to contact us at info@stemminds.com.