



## SRI LANKA SCOUT ASSOCIATION

# Online Safety Guidelines for JOTA-JOTI

**How to Be Safe Online During Jamboree on the Air and Jamboree on the Internet (JOTA-JOTI)**

## 1. Introduction

Jamboree on the Air and Jamboree on the Internet (JOTA-JOTI) provide Scouts with opportunities to communicate, learn and interact with Scouts and other participants through radio and digital technologies.

While these activities provide valuable opportunities for international friendship and learning, participants must also understand how to stay safe and responsible when using online platforms and communicating with others.

The Sri Lanka Scout Association is committed to protecting children, young people and adults participating in digital Scout activities. **Safe from Harm (SfH) principles are implemented for the protection of Scouts**, including appropriate supervision during JOTA-JOTI activities.

This document provides practical online-safety guidance for:

- Youth participants / Scouts
- Adult Scout Leaders and other responsible adults
- JOTA-JOTI activity organisers and coordinators

## 2. General Online Safety Principles

All participants should follow the **S.M.A.R.T. approach** when participating in JOTA-JOTI:

### **S - Stay Safe with Personal Information**

Protect information that could identify you or allow someone to contact you outside the activity.

### **M - Meet People Only Offline and With Permission**

Do not arrange to meet someone you have met online without the knowledge and permission of a parent, guardian or responsible adult.

### **A - Accepting Files and Messages? Be Cautious**

Do not automatically open files, links or messages received from people you do not know or trust.

### **R - Reliable Sources Only**

Be careful about information received online and use reliable sources.

### **T - Tell a Trusted Adult if Something Feels Wrong**

If something makes you uncomfortable, worried or unsafe, tell a parent, guardian or Scout Leader.



## 3. Guidance for Youth Participants / Scouts

### 3.1 Protect Your Personal Information

Scouts should never share personal information unnecessarily during JOTA-JOTI.

Do not share:

- Your full name
- Personal telephone number
- Home address
- School details
- Passwords
- Other information that could identify or locate you



Where available, use appropriate privacy settings on social-media and online platforms.

#### Remember:

Once personal information is shared online, you may lose control over where it goes.

### 3.2 Be Careful When Communicating With People Online

JOTA-JOTI may involve communication with Scouts and participants from different countries.

Remember:

- You may not know the person behind an online account.
- Do not share personal contact details unnecessarily.
- Do not move conversations to private communication channels without appropriate adult awareness.
- Never agree to meet someone you met online without permission and appropriate adult involvement.

If a conversation makes you uncomfortable, **stop communicating and tell a trusted adult.**

### 3.3 Be Careful With Messages, Files and Links

Do not automatically trust messages, files or links received online.

Before opening or responding: **STOP → THINK → CHECK**

Ask yourself:

- Do I know who sent this?
- Was I expecting it?
- Does it look suspicious or inappropriate?
- Should I show it to my Scout Leader first?

If you are unsure, **do not open it and ask a trusted adult for help.**

### 3.4 Think Before You Post

Photos, videos and personal updates shared online can spread beyond the original audience.

Before posting:

- Think about who will see it.
- Consider whether the content is appropriate.
- Obtain permission before sharing photographs or content involving other people.
- Remember that deleting a post does not necessarily mean it has disappeared.
- Consider how the content could be copied, misused or shared without consent.

**Think Before You Share:** Would I be comfortable if this was seen by my parents, Scout Leader or the wider Scout community?

### 3.5 Respect Others Online

Scouts are expected to communicate respectfully with everyone.

Do not:

- Humiliate or judge others.
- Post offensive or harmful content.
- Participate in hate speech.
- Make fun of another person's culture, background or identity.

Instead:

- Be kind.
- Respect cultural differences.
- Think before you write.
- Treat people online as you would treat them in person.

### 3.6 Cyberbullying

Cyberbullying can occur through:

- Social media
- Online chats
- Gaming platforms
- Messages
- Other digital communication channels

It may involve sharing harmful, false or humiliating content.

If you experience cyberbullying, or see a friend being affected:

**Do not respond with further harmful content.**  
**Save relevant information where appropriate.**  
**Tell a trusted adult.**



### 3.7 Inappropriate or Harmful Content

Avoid violent, sexual or otherwise harmful material online.

If you encounter inappropriate content:

1. Do not share it with others.
2. Leave or close the content where appropriate.
3. Tell a trusted adult.
4. If necessary, report the incident through the appropriate Scout reporting pathway.

## 4. Guidance for Adult Leaders

Adult Leaders have an important role in creating a safe environment for Scouts participating in JOTA-JOTI.

### 4.1 Provide Appropriate Supervision

The SLSA JOTA-JOTI guidance states:

- **Scouts under 13:** must participate under the supervision of their parents.
- **Scouts over 13:** must participate under the supervision of Scout Leaders.

Adult Leaders should ensure that Scouts participating in digital activities have appropriate supervision and support.

### 4.2 Establish Safe Digital Participation

Before an online JOTA-JOTI activity begins, Leaders should:

- Explain the online-safety expectations to participants.
- Remind Scouts not to share personal information.
- Explain how to respond to inappropriate messages or content.
- Make sure Scouts know who they can approach if they have a concern.
- Ensure that participants understand the relevant reporting process.

### 4.3 Monitor and Support, Not Just Control

Adult supervision should help Scouts participate safely while allowing them to learn and communicate.

Leaders should:

- Remain available when Scouts need assistance.
- Pay attention to signs that a participant may be uncomfortable or concerned.
- Respond appropriately to concerns.
- Encourage Scouts to report problems early.
- Avoid dismissing concerns about online interactions.

The objective is to create an environment where Scouts feel comfortable **speaking up when something does not feel right**.

#### 4.4 Protect Personal Information

Adult Leaders should also protect participant information.

Avoid unnecessarily sharing:

- Scout contact numbers
- Home addresses
- School information
- Passwords
- Personal photographs or information

Any information collected as part of a JOTA-JOTI activity should be handled responsibly.

#### 4.5 Promote Respectful Communication

Leaders should establish clear expectations for respectful communication.

This includes preventing and responding to:

- Cyberbullying
- Humiliating content
- Hate speech
- Harassment
- Inappropriate communication

Leaders should promote kindness, respect and awareness of cultural differences.



## 5. What to Do When Something Goes Wrong

If a Scout encounters a problem online, the first priority is **support and safety**.

### For Scouts

**STOP → SAVE RELEVANT INFORMATION → TELL A TRUSTED ADULT**

A trusted adult may be:

- Parent
- Guardian
- Scout Leader

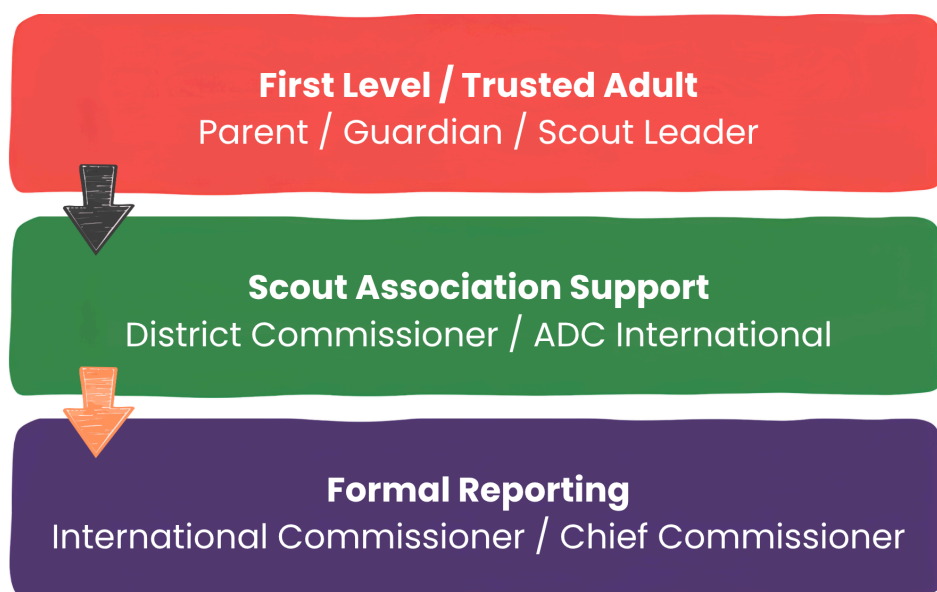
### For Adult Leaders

When a concern or incident is reported:

1. Listen to the Scout.
2. Take the concern seriously.
3. Provide appropriate support.
4. Record relevant information.
5. Preserve relevant screenshots or evidence where appropriate.
6. Follow the SLSA Safe from Harm reporting pathway.

## 6. Reporting a Safe from Harm Incident

The SLSA material provides the following reporting pathway:



Reports should be made with relevant details and screenshots where appropriate, through District Commissioners.

If an issue is beyond the limits of the person receiving the report, it should be escalated through the appropriate channel.

## 7. Quick Checklist for Scouts

Before and during JOTA-JOTI, remember:

- ☐ Keep personal information private.
- ☐ Use appropriate privacy settings.
- ☐ Be careful with messages, files and links.
- ☐ Use reliable sources.
- ☐ Think before posting photos or videos.
- ☐ Respect people from different cultures and backgrounds.
- ☐ Do not participate in cyberbullying or hate speech.
- ☐ Avoid inappropriate or harmful content.
- ☐ Do not arrange offline meetings without permission.
- ☐ Tell a trusted adult if something feels wrong.

**Be S.M.A.R.T. Online!**

## 8. Quick Checklist for Adult Leaders

Before starting a JOTA-JOTI activity:

- ☐ Confirm appropriate supervision arrangements.
- ☐ Explain online-safety expectations to Scouts.
- ☐ Remind participants about protecting personal information.
- ☐ Explain how to report concerns.
- ☐ Make sure Scouts know who they can approach for help.
- ☐ Promote respectful communication.
- ☐ Be available to support participants.
- ☐ Know the Safe from Harm escalation pathway.
- ☐ Handle participant information responsibly.

## 9. Our Commitment to Online Safety

The Sri Lanka Scout Association is committed to providing a safe environment for Scouts and adults participating in JOTA-JOTI.

**Online safety is a shared responsibility.**

Scouts are encouraged to:

**Stay Safe.**

**Think Before You Share.**

**Respect Others.**

**Speak Up When Something Feels Wrong.**

Adult Leaders are responsible for providing appropriate supervision, guidance and support and for ensuring that concerns are handled through the appropriate Safe from Harm channels.

## 10. Remember Who you can get support from

If something online makes you feel uncomfortable, worried, or unsafe, you do not have to deal with it alone.

**As a Scout**

You can speak to:

- Parent or Guardian
- Scout Leader
- District Commissioner / ADC International
- International Commissioner / Chief Commissioner through the appropriate reporting channel

**If You Need to Report a Safe from Harm Incident**

1. Tell a trusted adult.
2. Explain what happened and provide relevant details.
3. Keep screenshots or other relevant information where appropriate.
4. Follow the SLSA Safe from Harm reporting pathway.

**Remember**

**Speak Up. Get Support. Stay Safe.**

There is always someone you can approach when something does not feel right.

