

Zoomwriters: Safe Participation and Online Workshop Arrangements

Safeguarding and online-safety information for parents, participants and commissioning bodies

Aug 12, 2026

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Workshops: Online via Zoom

The address above is for correspondence only. Children do not attend workshops at that address.

1. About this statement

Zoomwriters is a series of weekly online creative-writing workshops run by Robin Price. Parents and carers book individual group sessions through [TicketSource.co.uk](https://www.ticketsource.co.uk). The workshops are intended to provide an enjoyable, collaborative environment in which children develop their writing skills and imagination by creating a shared story which, when completed, will be published as a short novella. Typically, each story begins in September and is completed the following July. As the workshops are run as drop-in sessions, children are not required to attend every session, although regular attendance is encouraged.

This document records the practical arrangements Robin uses to support safe, respectful and appropriate participation.

The arrangements below distinguish between matters that Robin can reasonably supervise within a scheduled online group writing workshop and matters that remain the responsibility of the child's parent or carer.

2. How Zoomwriters workshops operate

- Sessions are live, online creative-writing workshops conducted using Zoom. A writing workshop normally lasts approximately 45 minutes, although it may occasionally continue for longer. The workshop ends when Robin ends the Zoom meeting.
- The workshops are run by Robin Price. He does not employ additional staff, assistants or volunteers for these group sessions.
- Parents and carers are welcome to remain present throughout a writing workshop. They may instead allow their child to participate without an adult sitting beside them, provided they accept the responsibilities set out in this statement.
- Sessions are not recorded or screenshotted by Robin.
- Participants contribute plot ideas and writing to a shared group story. An online collaborative writing area is used for the writing. Here are the conduct rules that apply:

- Parents and carers may ask at any time to see the current uncorrected working draft of the group's story. Requests should be emailed to info@creativewritingclub.co.uk, and Robin will send them a copy. Young writers are welcome to share their own contributions with their parent or carer, but they must not photograph or screenshot another participant's work.
- One-to-one sessions are available by separate arrangement with parents.

Minimum attendance. A scheduled Zoomwriters group session will not go ahead if only one child attends. After allowing a reasonable period for other booked participants to arrive, Robin will close the meeting and may contact the relevant parent or carer through the booking contact details.

3. Division of responsibility

What Robin supervises

During the Zoom meeting, Robin takes reasonable responsibility for the conduct that he can see or hear within Zoom and within any shared writing area being used for the workshop. He moderates the activity and, if necessary, responds to any concerns that become apparent during the session.

An online workshop necessarily limits what Robin can observe. Robin cannot supervise the child's physical surroundings, other applications or browser tabs, private devices, other people in the home, or internet activity taking place outside the Zoom meeting.

Responsibilities accepted by the parent or carer

By booking a place, the adult purchaser confirms that he or she is the child's parent, carer or an authorised adult and accepts responsibility for deciding whether the child may participate without an adult sitting beside them.

- The parent or carer remains responsible for the child's physical safety, surroundings and general supervision at home.
- The parent or carer should provide accurate email contact details when booking. If an issue arises during the workshop, Robin may contact them by email after the Zoom meeting has ended where appropriate.
- The parent or carer is responsible for the suitability and security of the device, internet connection, browser, accounts, parental controls and filtering used by the child.
- The parent or carer must ensure that the private Zoom link is not forwarded or made publicly available, that the child understands the participant rules, and that Robin is told about any relevant support or communication need where this would help the child participate safely and successfully.

Responsibility after the writing workshop

Once Robin has ended the Zoom meeting, it is up to the parent or carer to decide whether the child may continue using the internet and whether adult supervision is needed. Robin does not monitor or supervise a child's internet use before or after the scheduled writing workshop.

4. Rules for participants

Zoomwriters sessions are collaborative and friendly. Participants are expected to:

- treat Robin and the other writers with courtesy and respect;
- listen to other writers and give them a chance to speak and contribute;
- keep their spoken and written contributions appropriate for the age range of the group;
- do not share personal contact details, passwords, addresses or private social-media information;
- use Zoom chat only for the workshop and as directed by Robin;
- never edit, overwrite or delete another participant's contribution without permission;
- not photograph, screenshot, record or redistribute any part of the session or another participant's work; and
- tell Robin or their parent or carer if anything during the session makes them uncomfortable or worried.

Disagreements about story ideas are resolved through discussion or a group vote. If a participant behaves inappropriately or repeatedly disrupts the workshop, Robin will mute or remove them and may contact their parent or carer after the workshop if necessary.

5. Online participation and privacy

- The Zoom link is supplied to the adult purchaser through TicketSource.co.uk and is intended only for the booked child and supervising parent or carer.
- Parents and carers may observe or participate where appropriate. Their presence is welcomed as a matter of transparency.
- Most children use their Zoom camera during the workshop. Participants are encouraged to appear on camera, particularly at the beginning so that Robin and the rest of the group can greet them. A child who prefers not to be on camera may still take part and is not expected to keep their camera on.
- Participants should use a suitable first name or recognisable display name without adding unnecessary personal information.
- Routine communication about bookings, attendance or a child's participation is conducted with the adult purchaser through TicketSource.co.uk or info@creativewritingclub.co.uk. Robin does not initiate private social-media contact with children.

- Robin does not record workshops. Participants and observers must not record, photograph or take screenshots of any part of a workshop.

6. If a serious concern arises

If inappropriate behaviour occurs between participants, Robin will stop the interaction and may contact the relevant parents or carers.

In the highly unlikely event that a child makes an explicit disclosure of abuse, Robin will seek advice from an appropriate safeguarding service. If a child appears to be in immediate danger, he will contact the emergency services.

7. Raising a concern

Parents and carers may raise a concern about a workshop or another participant by emailing info@creativewritingclub.co.uk. Routine booking matters may also be handled through [TicketSource.co.uk](https://www.ticketsource.co.uk).

8. Provider information

Robin Price has more than 15 years' experience delivering thousands of school workshops in the UK and worldwide with Authors Abroad. Previously, he worked for BBC Online, where he established the BBC's first website for teenagers and held budgetary responsibility for an extensive portfolio of the BBC's key online brands, including Blue Peter and Newsround.

Through Zoomwriters, Robin has hosted university interns who assist with preparing the collaborative stories for publication. The University of Oxford Internship Office recognised Zoomwriters as a Gold Standard Internship Host for four consecutive years: 2022, 2023, 2024 and 2025.

Robin holds an Enhanced DBS certificate registered with the DBS Update Service. The certificate and photographic identification can be made available for an appropriate verification check. Certificate numbers and identity documents are not published in this statement.

9. Reference material

In preparing this statement, Robin has consulted the following sources for general background and good-practice guidance, taking account of the small-scale, online nature of Zoomwriters:

- Department for Education, After-school clubs, community activities, and tuition: safeguarding guidance for providers (February 2026);
- Working Together to Safeguard Children 2026; and
- Keeping Children Safe in Education 2025, where it offers a useful best-practice reference for online safety or the handling of concerns.

This statement provides practical information about how Zoomwriters workshops are run. It describes the arrangements in place on Aug 12, 2026 .