

1.4A (6) Log of Parish / Diocesan (Under 18) Zoom Meeting

Parish / Group: _____
Date: _____
Time: _____
Duration of Call: _____
Hosts / Monitors: _____

Attendance Register:

Completed, signed and stored as per Diocesan GDPR Policy & Procedures ☐ Yes

Purpose of Meeting / what was covered:

Any issues arising:

Action to be taken (if necessary):

Data protection: This form is required in connection with the Diocese's Safeguarding policies and procedures and will be stored confidentially and retained in accordance with the Parish's/Diocese's Data Retention Policy and Safeguarding requirements. It will only be shared outside the parish/group where there is a legal obligation on the parish/group to do so. The personal data on the form will be processed under Articles 6 (1) (d), 6 (1) (f), 9 (2) (c) and 9 (2) (d) of the General Data Protection Regulation, 2016. This form should only be used if the event/activity has the prior approval of either the Diocese or the local parish within the Diocese.