



Terms of Service 2025 for Helium Arts Programme in the Community and Online

Helium Arts offers creative art workshops and art camps both online and in person according to the following Terms of Service:

1. PARENT/GUARDIAN RESPONSIBILITY

All parents/guardians are provided with information in advance of each workshop, camp or online programme. Please take the time to read this as it provides you with a full understanding of the content of that particular workshop or camp as well as our supporting policies and procedures.

2. ELIGIBILITY

Helium Arts Programmes are for children and young people (ages 6-16) living with a lifelong physical health condition.

A lifelong physical health condition is one which can be treated and managed but usually not cured. Managing a physical lifelong health condition can require regular visits to hospital outpatient clinic appointments.

Physical conditions include but are not limited to diabetes, epilepsy, chronic asthma, juvenile arthritis, heart conditions, spina bifida, cystic fibrosis, allergies, rare and complex conditions and more. While we support many children and young people with additional needs, such as autism, intellectual and learning differences, this needs to be in addition to their physical medical needs.

Age

At Helium Arts, we are committed to providing the best support for young people as they grow and transition into adulthood.

To stay in line with the national health service (HSE), we will continue running our Youth Programmes for those under 16, following a needs-based approach.

At the same time, we're working on creating new programmes for 16–17 year-olds, and we're also looking into possible support for young adults aged 18–25.

For those young people who have already participated in our programme:

- They can continue with us until they turn 18, as long as they feel comfortable and the group still feels like the right fit for them.
- We will ensure that all activities, all participants' behaviour, themes, conversations and ways of expressing identity, are age appropriate and suitable for the developmental stage of younger participants.

Once young people reach the age of 18, they will automatically complete the programme, no matter what stage they are in. Helium Arts is committed to creating a list of other creative workshops and programmes for young adults so these young people can continue their artistic journey elsewhere.

3. HEALTH AND SAFETY

Safety: Creative art workshops and camps are hands-on and require children and young people to use art equipment and materials. We take every precaution possible to avoid accidents. Children are supervised at all times and will be given age-appropriate activities. Parents/guardians should be aware, however, that participation for teenagers could involve craft knives, sharp scissors, glue guns, soldering irons, etc. By completing the registration process the parent/guardian waives all claims against Helium Arts, the directors, staff, and volunteers from all liability for injuries and/or damages incurred in connection with attendance in an art workshop except where Helium Arts is not permitted by law to so exclude its liability.

Health: Helium Arts wishes to ensure that appropriate safety procedures are in place for the children and young people taking part in our programme. Due to the vulnerability of the children we work with, we ask all parents/guardians to remain relatively close to the workshop venue during the workshop. Trained health professionals, who have Emergency Medical Technician qualifications as a minimum, will be on site to provide medical care if needed. Please provide all details of your child's condition and current treatment so that on-site paramedics can best support your child if any medical needs arise during a Helium Arts workshop.

In the event there is no medic available and as we are unable to administer emergency medication – the parent/guardian for whom this may be relevant is kindly asked to remain within the building throughout the workshop.

Your child should not attend the workshop if they feel ill, are a close Covid contact or have been instructed to self isolate or cocoon. In the case of any of the above, please notify Helium immediately using the contact details provided.

Child Protection: If we have concerns about the welfare or protection of any child, we have a legal and ethical responsibility to consider the need to report this to Túsla. In this situation, we will inform the parents/guardians unless to do so could possibly put the child at further risk or it could interfere with a possible investigation by An Garda Síochana or it could place the person making the report at potential risk.

Additional Needs: Helium Arts endeavours to ensure that our programmes are as inclusive as possible. To help us to do this, we ask parents/guardians to share information on their child's physical and intellectual needs so we can design the workshops to best support their participation.

4. MEDICAL CONSENT: In the event of an accident or emergency, every effort will be made to contact a parent/guardian or emergency contact, but in the event that they cannot be reached, by completing the Sign-up Form you authorise Helium Arts to act on behalf of the best interests of your child and give permission for medical treatment to be administered to your child by a qualified health professional. You also agree that in the event of an accident or emergency, your contact information and details about your child's condition, medication and current treatment can be shared with health professionals.

5. ATTIRE: Workshop participants are asked to come dressed for mess!

6. SANITATION: Helium Arts staff ensure proper hand washing after using the bathroom, sneezing and coughing and we ask you to encourage your child to do the same. Handwashing is the single most important activity that can be done to prevent illnesses.

7. ALLERGIES AND DIETARY RESTRICTIONS: It is your responsibility to inform Helium Arts of any allergies or dietary restrictions your child has. This information should be filled in on the Sign-up Form.

8. CANCELLATIONS: Workshop bookings are taken on a first come, first served basis. We ask that you notify Helium Arts as soon as possible if your child is not able to attend.

Helium Arts reserves the right to cancel camps or classes. Every effort will be made to inform you as far as possible in advance.

9. DROP OFF AND PICK UP TIMES: These must be strictly adhered to. Helium Arts only takes responsibility for children from the time of arrival at the workshop venue to the time of departure from the workshop. You are responsible for your child during their travel to and from the workshop venue.

10. PHOTO/VIDEO OR OTHER RECORDING CONSENT: Helium Arts does not take and display or otherwise use identifiable photos or videos of children and young people without written consent from a parent/guardian. You will be asked to sign a separate Media Consent form for this purpose, which is optional. Otherwise, Helium Arts' artists photograph artwork and creative process only (e.g. close-up of hands drawing). Artists do not take identifiable photos.

11. IMAGES OF CHILDREN'S ARTWORK: Parents/guardians give permission for Helium Arts to use and display the artwork children and young people create **anonymously** in the following ways:

- share (publish) images of the artwork online for promotional and awareness-building purposes.
- share and reproduce images of the artwork in reports for funders and other stakeholders for advocacy purposes.
- showcase the artwork in exhibitions or showcases, sharing the work publicly as part of our annual collaborative art production.
- in relation to the online programme, the artwork may be shared with other participants online and through the post to facilitate the art-making process.

Helium Arts will give you the option of using your child's first name and age with the artwork during our annual exhibition and showcase, through a separate consent process.

12. DATA PROTECTION: You understand and agree that any personal data relating to you and your child collected by Helium Arts in connection with the programme will be processed as described in [Helium Arts Privacy Notice](#).

13. ONLINE PROGRAMME

Parent/Guardian Responsibility: You must take full responsibility for your child during their participation in the Online Creative Health Programme, during offline art-making activities and during any online activity, including the use of any online platforms or apps. Please see Helium's [Online Workshop Safety Statement here](#). You should remain in close proximity to your child if they are online during the programme to ensure their safety.

Use of the Post: Your child will receive art materials, written prompts/messages and artworks-in-progress in the post from the artist.

You will be offered the opportunity to 'opt-in' for your child and optionally yourself (parent/guardian) to participate in the PostPal aspect of the programme in which they can correspond with another child through the post and you with another parent/guardian. If you choose to participate in PostPal, you will need to consent to giving your names and address to one other family participating in the programme to facilitate this process.

Communication via Email – Please be aware we do not ask for your young person's email address. The email address provided during the registration process will be the sole email address used to facilitate use of platforms such as Zoom or Padlet or simply to streamline the communication process between the artist and co-facilitator for the online programme activities.

Video Communications: If the Online Programme uses video communications for virtual workshops, drop-in studios or for virtual family sharing, these are all done by

Zoom. During the video communication, Helium Arts provides suitable adult supervision with at least two adults including an artist and co-facilitator and/or moderator.

In the Youth Programme (13-16 years) there are often recordings made using an external camera which records only the artist's hands demonstrating an activity. This recording is then shared on Padlet for the young people to reference while they are working on their art at home. We do not record the computer screen and we do not record children during video communications.

Padlet is a private and secure online space for participants to find resources, additional tutorials and share their artwork with the group. Sharing is optional.

Online Programme and Additional Needs: Helium Arts endeavours to ensure that online creative engagements are as inclusive as possible. However, we are also aware of the limitations of online and digital media to meet all needs. Where possible we will try to accommodate your child's needs, but please bear in mind that if your child is younger and/or has additional needs, they may need assistance from an adult or older sibling to complete the activities. We encourage that children 13 years and over participate independently of adults, however, they will require soft skills such as patience and focus to take part in virtual workshops. When registering your child for any of our in person workshops, camps, or online programmes, please provide details of any additional needs which we should know about to ensure your child's welfare.

Helium Arts' policies and procedures including our Health and Safety Statement, our Child Safeguarding Statement, and Privacy Notice are available to read at www.helium.ie

Please read and keep this document for your own reference.

Last updated April 2025