

Kobault Films LLC – Protecting Children and Youth Training

1. Core Principles Refresher

- **Two-Deep Leadership:** Always two approved adults present (two men, two women, or a married couple). Applies to sessions, transportation, and digital communications.
- **Approved Adults:** The two-deep leadership rule requires that both adults present are “approved adults.” This means they have completed Kobault Films Academy’s safety training and are up-to-date on their annual re-certification. Adults who have not completed or renewed training do not qualify and may not be counted toward the two-deep requirement.
- **Boundaries:** Maintain professional, task-focused interactions.
- **Transparency:** Parents/guardians or two-deep leadership must be included in all communications.
- **Brand Protection:** Students may not use Kobault branding, assets, or equipment without explicit permission.

2. Examples of Correct & Incorrect Conduct

A. Two-Deep Leadership

✅ **Correct:** Two male contractors supervise a student during a lighting setup.

❌ **Incorrect:** One contractor stays late with a student to finish editing while the other leaves.

⚠️ **Less Obvious:** A contractor offers to drive a student home alone because “it’s on the way.” This violates the transportation rule - two adults must be present.

B. Digital Communications

✅ **Correct:** A contractor replies to a student’s email about editing tips, CC’ing the parent.

❌ **Incorrect:** A contractor texts a student directly about an upcoming session without including a parent or second adult.

⚠️ **Less Obvious:** A contractor comments on a student’s personal Instagram post. This is not allowed. Only Kobault Films’ official corporate accounts may comment on or interact with student content - individual contractors may not.

C. Physical & Verbal Boundaries

✅ **Correct:** Contractor adjusts a student's mic stand while explaining proper setup.

❌ **Incorrect:** Contractor gives a congratulatory hug after a project.

⚠️ **Less Obvious:** Comments on appearance should only relate to professional standards or job requirements, not personal looks.

- **Not appropriate:** "You look really nice today." (personal, unrelated to work)
- **Appropriate in context:** "That outfit works well for a wedding shoot - it matches the formal dress code," or "Your all-black clothing is exactly what we ask for on set."

D. Brand & Asset Protection

✅ **Correct:** Student requests permission to use Kobault footage in their portfolio, and leadership approves.

❌ **Incorrect:** Contractor lets a student borrow a Kobault camera for a personal project without authorization.

⚠️ **Less Obvious:** Students must not keep uncontrolled digital copies of Kobault assets (e.g., raw footage, logos, project files) on personal devices. Any access must be temporary, approved, and stored only through Kobault-managed systems.

3. Reporting & Accountability

- Report **immediately** to Kobault leadership if:
 - You witness or suspect unsafe behavior.
 - A student discloses something concerning.
 - A boundary is crossed (even unintentionally).
- Document the situation factually - no speculation.

4. Annual Renewal

- Contractors must complete this training and re-sign the Safety Agreement every year.
- Updates will be provided if policies evolve.

Knowledge Check

1. You arrive at a session and realize you're the only contractor present with a student. What should you do?

- A) Continue the session since the student is already there.
- B) Wait in a public area until a second approved adult arrives.
- C) Call the parent and get permission to proceed alone.

(Correct: B)

2. A student emails you a question about lighting. What's the correct response?

- A) Reply directly to the student.
- B) Reply and CC the parent or another approved adult.
- C) Ignore the email until the next session.

(Correct: B)

3. A student nails their first camera shot. You:

- A) Give them a hug.
- B) Give them a high-five.
- C) Say nothing.

(Correct: B)

4. A student asks if they can put "Kobault Films" on their personal YouTube video. You:

- A) Say yes, it's good exposure.
- B) Tell them they must request explicit permission from leadership.
- C) Say no, students can never use the brand.

(Correct: B)

5. You see a fellow contractor texting a student directly about an upcoming session. What should you do?

- A) Ignore it — it's not your business.
- B) Remind them of the two-deep digital rule and report if necessary.
- C) Join the text thread yourself.

(Correct: B)