



Where every young creator gets to shine!

CONTENT AND MATERIALS POLICY

1. Purpose of this Policy

The purpose of this policy is to ensure that every creation shared on the Christen and Friends platform is original, safe, child-friendly, respectful, lawful and positive.

We want children to freely express their creativity - through books, crafts, drawings, fotos, and paintings - while keeping the space positive, inclusive, and suitable for all ages.

2. Scope

This policy applies to all:

- Creators (children aged 6 to 17 years old)
- Parents & Guardians
- Helpers (family, friends, teachers, etc.)

It covers all content submitted for listing, downloading or sale, including books, crafts, drawings, fotos and paintings.

3. Principles

Every item submitted must:

- **Be Original** - Created by the child, with only reasonable parental guidance or technical help.
- **Be Safe** - No dangerous items, sharp tools, or hazardous materials.
- **Be Child-Friendly** - Suitable for viewing by children of all ages.
- **Be Respectful** - Kind in tone and theme, showing care toward others and the environment.
- **Be Lawful** - Must comply with South African laws.
- **Be Positive** - Reflect imagination, curiosity, and fun.

4. Prohibited Content and Materials

To maintain a safe, respectful, and inclusive environment, the following content will not be accepted under any circumstances:

a. Inappropriate or Harmful Material

- Content depicting violence, weapons, bullying, cruelty, or discrimination.
- Sexual, suggestive, or indecent content.
- Depictions of alcohol, drugs, or their use.
- Scary or graphic imagery designed to shock or disturb.
- Obscene or profane language.

b. Branded or Commercial Material

- Logos, mascots, characters, or imagery belonging to companies, movies, games, or toys.
- Product replicas, packaging, or merchandise showing brand names.

c. Religious or Spiritual Material

- References to specific religions, faith symbols, ceremonies, or scripture.
- Material promoting or criticising any belief system.

d. Witchcraft, the Occult and Supernatural Themes

- Depictions, mentions of witchcraft, spells, zombies, ghosts, demons, or occult symbols.
- Any form of dark magic, fortune-telling, astrology or similar content.

e. Personal or Identifying Information

- Full names, addresses, school names, phone numbers, or identifiable photos of other people.
- Any imagery that compromises a child's privacy or safety.

f. Dangerous or Restricted Materials

- Projects involving blades, glass, fire, explosives, or hazardous substances.
- Food or consumable items not suitable for general public distribution.

g. Political, Ideological, or Mature Social Topics

- No political content of any kind is allowed, including references to political parties, public figures, elections, government debates, or political symbols.
- No ideological messages may be included, such as material promoting or opposing specific worldviews, belief systems, social movements, or public-policy positions.
- No mature social topics may be included, including sensitive or adult themes such as violence, discrimination, inequality, criminal activity, or other subjects not suitable for children.

5. Ownership and Permissions

- Children keep full ownership of their creative work.
- Parents & Guardians grant permission for temporary digital publication on the Christen and Friends platform.
- All submissions must be free from copyright or trademark violations.

6. Review and Evaluation Process

- Moderation Review: Each submission is checked for compliance with this policy before it appears online.
- Feedback: If something needs adjustment, Parents & Guardians will receive guidance to help the creator revise it.
- Rejection: If a submission cannot be adjusted to meet policy standards, it will be declined. Constructive feedback will always be provided.
- Art Wall: Some submissions may be temporarily featured on the Art Wall to recognise effort and encourage improvement, even if not selected for listing, downloading or sale.

7. File Format and Presentation Standards

To ensure quality and consistency:

Category	File Type	Max File Size	Notes
Artworks	JPG, PNG, PDF	10MB	Scan or photograph clearly
Books	PDF	10MB	Max 32 pages Submit both a multipage PDF as well as a selection of single PDF pages.
Crafts	JPG, PNG	10MB	Take photos from 2-3 angles
Fotos	JPG, PNG	10MB	Must be an original photo

Important: Please also refer to the [Submission Requirements Document and Checklist](#).

8. Parental & Guardian Responsibilities

Parents & Guardians are expected to:

- Review the child's work before submission.
- Ensure that the work complies with this policy.
- Sign the Creation Submission Form confirming originality, appropriateness, and consent for publication.
- Support and guide their child in understanding what "child-friendly" and "respectful" content means.

9. Handling Breaches

If content is found to breach this policy:

- It may be removed immediately.
- Parents & Guardians will be notified with an explanation.

- Serious or repeated breaches (e.g. offensive or illegal material) may lead to permanent removal of the creator's account.
- Illegal content will be reported to the appropriate authorities in line with the [Child Safety Policy](#).

10. Complaints and Appeals

- If you believe a mistake was made during review or removal:
 - Parents & Guardians may contact us via: support@christenandfriends.com.
 - The moderation team will re-evaluate the submission and provide a written response within 10 working days.

11. Quick Reference Summary

- ✓ Be original
- ✓ Be kind and positive
- ✓ Be safe and age-appropriate
- ✗ No brands or logos
- ✗ No religious or occult content
- ✗ No violence, hate, or adult themes
- ✗ No personal details

12. Policy Review and Updates

- This policy will be reviewed annually or whenever laws or platform operations change.
- All updates will be posted on the website, and registered Parents & Guardians will be informed.

RELATED DOCUMENTS

- [Child Safety Policy](#)
- [Originality Policy](#)
- [Participation Matrix](#)
- General Website Policy

end