



**Remote Education  
Live-Learning Agreement**

## Parental Agreement

**To facilitate remote education, including face to face live lessons, we are asking parents to support by:**

- Ensuring that any device used by your child(ren) has filtering software installed to safeguard users from accessing inappropriate content.
- Wherever possible, being present whilst your child(ren) engages in remote face-to-face lessons.
- Wherever possible, providing children with a workspace that is quiet, safe, and free from distractions.
- Making sure your child is dressed appropriately for these sessions - no pyjamas please. No eating during live lessons.
- Ensuring that face-to-face communication is only between school staff and pupils, although parents should be in close vicinity to their child to be aware of the learning.
- Monitoring your child's use of technology during live learning: have they logged in with their correct first name; are they using the chat function appropriately including the correct use of language?
- Agreeing not to record or take photos of or share any zoom sessions,
- Agreeing not comment on public forums about individual teachers or lessons.
- Agreeing to these requirements by completing the Online form to give permission for your child to attend face-to-face sessions.
- By completing the Online form, you acknowledge that you have shared this document and discussed remote face-to-face learning with your child. It is vital that you and your child agree to follow the rules on the Pupil User Agreement and that you support this at home.

**Unfortunately, over the past few weeks (locally and nationally) we have seen several social media posts that share children and teachers' pictures taken from live lessons. This is absolutely unacceptable and would breach this contract. If this is found to have happened, your child's access to live sessions will be stopped immediately and we may need to consider terminating live sessions for all pupils.**

## Pupil User Agreement

**PLEASE SHARE THIS AGREEMENT WITH YOUR CHILDREN BEFORE GIVING YOUR CONSENT**

### Rules for Pupils

- I will only use Zoom/Microsoft Teams/online platform for school purposes as directed by my teacher.
- I will only use Zoom/Microsoft Teams/online platform when there is an adult in the house and they know I am using it for school purposes.
- I will not reveal passwords to anyone.
- I will be responsible for my behaviour and actions when using school technology (Zoom/Microsoft Teams and other interactive applications). This includes the resources I access and the language I use.
- I will make sure that all my communication with other children, school staff and others using technology is responsible and sensible.
- I will not deliberately browse, download, upload, forward or create material that could be considered offensive or illegal. If I accidentally come across any such material, I will report it immediately to my teacher or my parents/carers.
- I will not record or take photos of my classmates or teachers during a face-to-face session.
- I understand that when using Zoom/Microsoft Teams/online platform, my use can be

monitored and logged and can be made available to my teachers.

- I understand that these rules are designed to help keep me safe and that if they are not followed, my parents/carers may be contacted, and that the school's behaviour policy will be applied.
- I will report anything that makes me feel uncomfortable, or a breach of these rules, to a trusted adult.

### **Guidelines for behaviour when using Zoom/Microsoft Teams/online platform**

When using Zoom/Microsoft Teams/online platform, remember that this is an extension of the classroom and you should conduct yourself as you would in a classroom.

#### **You MUST:**

- use Zoom/Microsoft Teams/online platform in an environment that is quiet, safe and free from distractions.
- be near an adult
- be on time for your interactive session
- be dressed appropriately for learning (no pyjamas).
- remain attentive during sessions
- interact patiently and respectfully with your teachers, other school staff and peers
- Enter the meeting with your camera on, microphone muted and only unmute it when/if asked to do so by a member of staff

#### **You MUST NOT:**

- record anything or anybody in the lesson at any time
- take any photographs or screen shots at any time
- add or remove any other participant to the lesson or meeting
- use the chat function unless asked to by school staff and then only to contribute to the lesson
- change your username during the session

Make sure you end the session as soon as the teacher indicates to do so. Do not stay logged on.

School can restrict or remove access to school technology if guidelines are breached. This includes terminating a session at any point should there be a breach of the above.

### **Consent**

**In order for your child(ren) to be involved in any live sessions, you must now complete the Online Form attached to give your consent. By completing the form, you agree to adhere to all of the statements in the Remote Live-Learning Agreement. Without this consent, your child(ren) will not be invited to join these sessions.**