Acceptable Use Agreement – Live Lessons/Remote Teaching

We want all our students to have the very best opportunity to succeed in our online classrooms and that means everyone must do their bit to make sure our online classrooms are a great place to learn. Everyone has a right to be happy in education, to enjoy learning and to be the best they can be. Since the Covid-19 pandemic, it became evident that there may be occasions when we seek to extend education to students who have to remain at home. This may take the form of streaming live audio from the classroom or the delivery of class from other locations via electronic means e.g. Google Classroom or MS Teams.

Our classrooms are virtual but your behaviour is real. School rules continue to apply in the virtual classroom.

Lessons may be recorded for safeguarding reasons. By entering the lessons, you agree to this.

What we ask of you:

- Please be ready to start your lessons on time.
- Do not leave your lesson until it is finished and your teacher says you can go.
- Be polite to our teachers and friendly to other learners.
- Keep your microphone muted at all times, unless the teacher instructs you otherwise.
- If you have something you would like to say, type in the chat box or use the 'raise your hand' function to let the teacher know – they will ask you to unmute your mic when they give you permission to speak.
- Respect other people's opinions and ideas.
- Always try your best in all that you do.
- Make your parents aware of when you are taking part in an online class. We would prefer if you were in a communal area of your home when you take part.

Display safe online behaviour:

- Please switch your camera off before entering the lesson.
- Be appropriately dressed, just in case your camera turns on accidentally.
- Do not give your personal contact details to anyone else in your online class.
- Remember everything you do on the internet can be seen by someone else.
- Ignore inappropriate online behaviour by others, our teachers will deal with this.
- Be responsible for everything you do and say online.

Our teachers will not tolerate:

- Bullying including discriminatory, offensive, aggressive or unpleasant language or threats. All are unacceptable – this may result in removal from our classroom.
- Abuse of your microphone - this will result in your microphone being muted.
- Abuse of the chat box – this may result in you being removed.
- Students should not record the lesson on your device or any other device.

Remember:

Behaviour in all lessons is observed and all lessons may be recorded.

If you've done it, we'll be able to see it – good or bad!

Please detach and return this page to school.

PUPIL

- I have read the acceptable use agreement for live lessons/remote learning.
- I understand that lessons I am involved in may be recorded and may be made available to others within the school community and consent to this.
- I agree to abide by all the rules contained in this document.

Signed: _____ (Pupil name)

Name: _____ (Print pupil name)

Class: _____

Date: _____

PARENT

- I have read the acceptable use agreement for live lessons/remote learning.
- I understand that lessons my child participates in may be recorded and may be made available to others within the school community and consent to this.
- I have discussed the rules in this document with my child and they understand what is expected from them.

Signed: _____ (Parental signature)

Name of child: _____

Date: _____