



## Home Learning Agreement

Teachers and Pupils will continue to access lessons and resources online through Google Classroom (Meet) or Zoom.

### Distance learning expectations:

- Pupils are politely reminded that all the usual expectations of normal school apply.
- Pupils should follow the timetable set by the class teacher and ensure they have all the materials required ahead of each lesson.
- Pupils must complete and upload all class learning by the deadlines as directed by the class teacher.
- Pupils should only use technology at home with the permission of their parent/carer.
- Pupils must not deliberately browse, download, upload or forward material that could be considered offensive or illegal. If a student accidentally comes across any such material they should report it immediately to their teacher or parent / guardian.
- Pupils must ensure that all forum and 'chat' communication with other Pupils and teachers is responsible and sensible.

### Pre-recorded videos, audio recordings and Live streaming sessions:

- Pupils must remember, when joining live meetings, that this is an extension of the classroom and behaviour should be the same as in school.
- Pupils and parents will be expected to read the code of conduct and agree the terms of joining the live sessions.
- These sessions may vary in length but will be typically shorter than a normal lesson.
- Pupils must not record or take photos of other pupils or the teacher during webcam enabled video conferencing sessions, nor share lessons publicly.



- Pupils should understand that if using Google Classroom (Meet) or Zoom, the content might be recorded and individual use can be monitored and logged. If a pupil does not want to be recorded, please ensure web-cameras are switched off.
- Pupils should understand that these rules are designed to help keep them safe online and that if they are not followed, school sanctions will be applied and parents /carers contacted.

We understand that there may be issues with home connectivity and will be mindful of this and support Pupils as well as we can. Please contact the school to inform us of any problems or questions regarding access.

## **Online Learning Code of Conduct**

When using online lessons via Meet or Zoom please remember that this is an extension of the classroom, student's high standards and conduct should be the same as when in school. Please read and agree to the rules before joining a live session:

### **Pupils should:**

- Check timetables to know when live lessons will be starting and not use Classroom or Zoom to conduct private calls or chats before or after teaching sessions
- Remember to go to Class Dojo or Google Classroom to access links to live lessons.
- Log on to live sessions promptly at the correct time, interact with others kindly, respectfully, and appropriately, and stay focussed on the task at hand.
- Not be doing other activities (e.g. music, games, playing with phone, eating) during the session
- Use their proper name, not a nickname, when signing into live sessions.
- Keep microphones muted - so that others can't hear them - unless they need to ask a question or have been asked to speak / participate by the teacher.
- Promptly leave the session at the end of the session.



# St Elizabeth's Catholic Primary School



*Revealing who God wants us to be*

*Achieving together in faith*

- Only type messages that are related to the subject and are sensible
- Not write on a virtual whiteboard unless asked to do so.
- Not record or take screen shots in an online session.
- The teacher might record the session, for example, to support revision.
- Communicate in groups – one-to-one sessions are not permitted.
- Wear suitable clothing – this includes others in their household.
- Be situated in a suitable 'public' living area within the home with an appropriate background 'private' living areas within the home, such as bedrooms, are not permitted during video communication.
- Use appropriate language – this includes others in their household.
- Maintain the standard of behaviour expected in school.
- Use the necessary equipment and computer programs as intended.
- Not record, store, or distribute video material without permission.

Always remain aware that they are visible.

## **Parents/carers should:**

- As far as possible, ensure your son/daughter has an appropriate space in which to log into live lessons. This should not be in a bedroom.
- Parents can be in the same room, but should not interrupt / join the session. Everyone should be wearing appropriate clothing.
- Remind your son/daughter of the expectations for behaviour and conduct in live sessions.
- As far as possible, support with setting up any software that the school is using for the delivery of live sessions. If parents are unable to accommodate live sessions on devices in the home, they should contact the school about this.



- Ensure there are parental controls on any devices your son/daughter is using. For help with this, please see here: <https://www.nspcc.org.uk/keeping-children-safe/onlinesafety/parental-controls/>
- Know how to keep children safe online. The government's guidance on this is here: <https://www.gov.uk/government/publications/coronavirus-covid-19-keeping-children-safeonline/coronavirus-covid-19-support-for-parents-and-carers-to-keep-children-safe-online>

## Resources for Parents

Parents / carers are advised to spend some time speaking with their child(ren) about online safety and reminding them of the importance of reporting to an adult anything that makes them feel uncomfortable online. While we will be doing our best to ensure links shared are appropriate, there may be tailored advertising which displays differently in your household or other changes beyond our control.

The following websites offer useful support:

- [Childline](http://www.childline.org.uk) - for support (www.childline.org.uk)
- [UK Safer Internet Centre](http://www.reportharmfulcontent.com) - to report and remove harmful online content (www.reportharmfulcontent.com)
- [CEOP](http://www.ceop.police.uk) - for advice on making a report about online abuse ([www.ceop.police.uk](http://www.ceop.police.uk))

In addition, the following sites are an excellent source of advice and information:

- [Internet matters](https://www.internetmatters.org) - for support for parents and carers to keep their children safe online (https://www.internetmatters.org)
- [London Grid for Learning](http://www.lgfl.net/online-safety) - for support for parents and carers to keep their children safe online (www.lgfl.net/online-safety)
- [Net-aware](http://www.net-aware.org.uk) - for support for parents and carers from the NSPCC (www.net-aware.org.uk)



# St Elizabeth's Catholic Primary School



*Revealing who God wants us to be*

*Achieving together in faith*

- [Parent info](#) - for support for parents and carers to keep their children safe online ([www.parentinfo.org/](http://www.parentinfo.org/))
- [Thinkuknow](#) - for advice from the National Crime Agency to stay safe online ([www.thinkuknow.co.uk](http://www.thinkuknow.co.uk))
- [UK Safer Internet Centre](#) - advice for parents and carers ([www.saferinternet.org.uk](http://www.saferinternet.org.uk))

**By clicking the Zoom or Meet invite, you are agreeing to abide by the code of conduct for participating in live streamed lessons:**

## **For the Student**

I agree to abide by the Code of Conduct and understand that appropriate sanctions will be taken if I break this agreement.