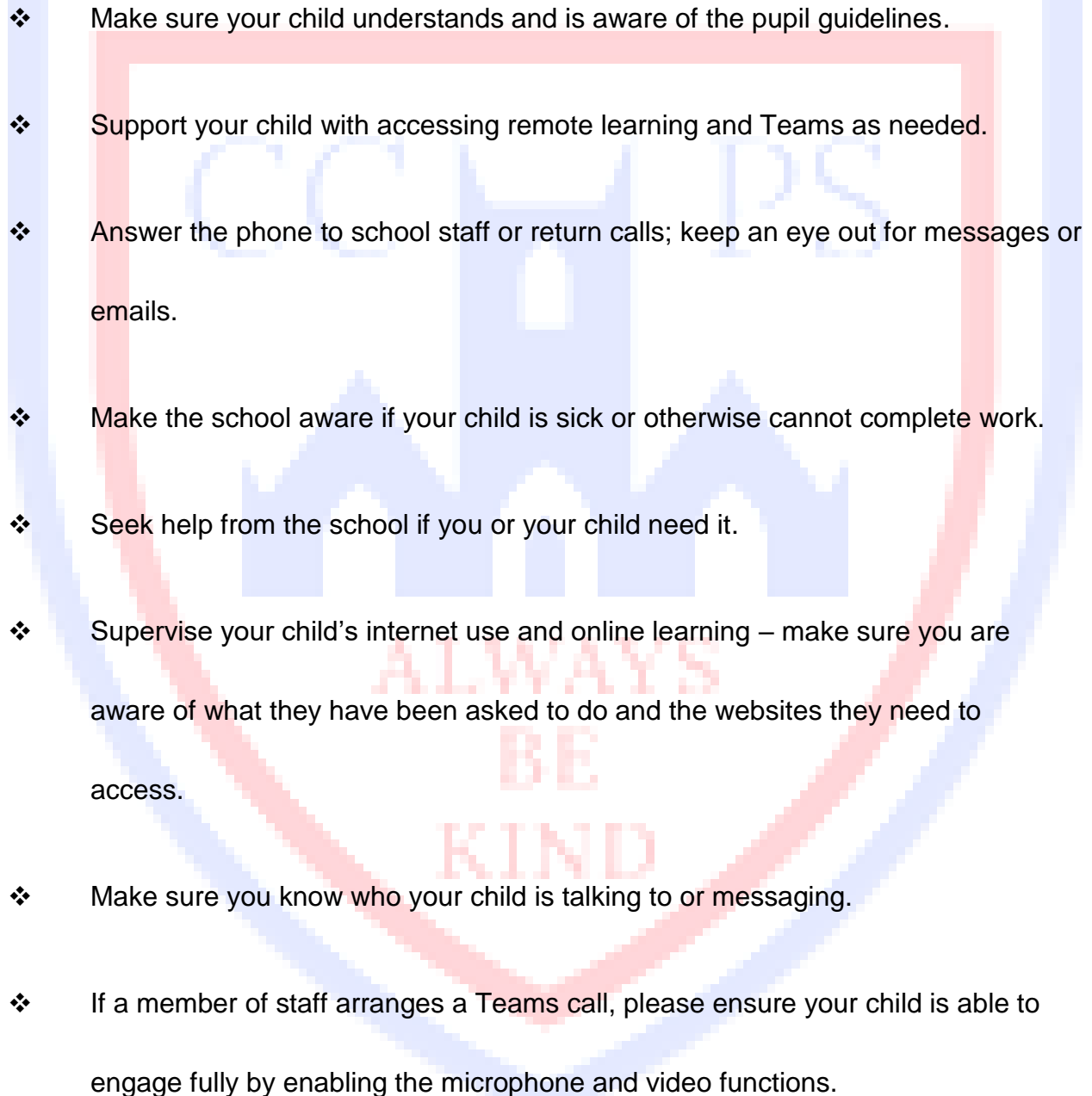


Remote Learning Guidelines for Parents and Carers

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- ❖ Make sure your child understands and is aware of the pupil guidelines.
 - ❖ Support your child with accessing remote learning and Teams as needed.
 - ❖ Answer the phone to school staff or return calls; keep an eye out for messages or emails.
 - ❖ Make the school aware if your child is sick or otherwise cannot complete work.
 - ❖ Seek help from the school if you or your child need it.
 - ❖ Supervise your child's internet use and online learning – make sure you are aware of what they have been asked to do and the websites they need to access.
 - ❖ Make sure you know who your child is talking to or messaging.
 - ❖ If a member of staff arranges a Teams call, please ensure your child is able to engage fully by enabling the microphone and video functions.

Guidelines for All Video Calls

- ❖ The parent or carer must make sure their child and other members of the household are aware the video call is happening.
- ❖ Staff, children and other members of the household must wear suitable clothing.
- ❖ Devices used should be in appropriate areas of the house.
- ❖ Language must be appropriate, including any family members in the background.
- ❖ The same expectations apply for remote teaching and conversations as normal school conduct.
- ❖ Staff will only ever video call a pupil with agreement with parents.
- ❖ Wherever possible 'live' classes will be recorded and stored on Teams so that if any issues were to arise, the video can be reviewed. This information will be shared with the link to live sessions.
- ❖ If the teacher has any concerns about children (or other members of the household) using unsuitable language, dress, location, the conversation will be ended and concerns will be recorded and passed to the head teacher or deputy head.
- ❖ Contact the school if you have any questions or concerns. Please do not raise concerns during a live session unless essential. You can leave a message on your private channel on Teams and we will get back to you.