

Remote learning protocol



Children should:

- Wear suitable clothing, as should anyone else in your home. Dress like you would for non-uniform day – no pyjamas!
- Have a quiet suitable place to work. Please be aware of what is in the background.
- Know where the adults are in the house so they can ask for support as required.
- Be polite, as they would in face-to-face conversations with teachers or their peers.
- Follow teacher instructions around online expectations. For example, screen sharing, mute function and using options such as raise 'hand'
- NOT record or screen capture content from a video call.



Teachers will:

- Provide remote learning, including some live lessons or recordings.
- Manage meetings, and will remain in the meeting at all times.
- Make expectations and learning behaviours clear.
- Have the right to remove a pupil from a live session if behaviour expectations are not being met.
- Ensure no one else is on view from the camera, and wear suitable and appropriate clothing.
- Only hold live lessons during the school day.
- Ensure that any tabs they have open are appropriate for a child to see, if they are sharing their screen.
- Use professional language.
- Offer recordings where possible.
- Keep a log of who is engaging.



Parents should:

- Make sure your child accesses as much home learning as possible.
- Ensure your child follows the correct protocols when online
- Be aware of the home learning available, by regularly checking Tapestry (SIS) or Google Classrooms (WVJS)
- Make sure that your child is ready for live lessons or meetings so meetings are not delayed and you are not locked out.
- Ensure your child is appropriately dressed for meetings or Tapestry observations.
- Ensure other family members are appropriately dressed and out of camera shot.
- Discuss with your child the appropriate way to behave in live meetings
- NOT film the session on another devices, this is a safeguarding and GDPR issue.

