

Pupil/Parent Remote Teaching Protocol Covid-19

This policy also applies to EYFS pupils and children in our Nursery Provision

Remote teaching

If you are participating in a recorded or live streamed lesson you must follow this protocol. **All members of the schools' community must adhere to the Code of Conduct and Acceptable Use Agreement.**

Things to consider include:

Where is the recording/live stream taking place?

You must:

- be in a neutral area where nothing personal or inappropriate can be seen or heard in the background Microsoft teams. If possible, blur the background and utilise the mute option
- wear suitable clothing, as must anyone else in the household
- use professional and appropriate language, including any family members in the background
- you must not film or share images of members of staff.

Contacting staff

If you need to contact a member of staff this must **ONLY** be done during the normal school day (9am to 4pm) and via either the School email account or Microsoft Teams. Never use your own personal account.

Online safety

Our pupils are likely to spend more time online due to social distancing. As parents, please reinforce the clear advice and guidance the pupils have been provided. If you have any concerns, please speak to one of our Designated Safeguarding Leads (DSLs) or the Deputy DSL immediately.

Mental health and wellbeing

Our pupils may be worried about the impact of coronavirus, social distancing or self-isolation. Those who already have mental health difficulties such as anxiety might be finding things particularly tough. Please talk to your child about what's happening, check how they're feeling and keep them as well informed as you can. Signpost them to where they can go if they are worried about anything or need to talk to someone while school is closed (refer to the Safeguarding Covid-19 Addendum for further details).

Further Guidance

Distance Learning with Office 365: Guide for parents and guardians: <https://support.office.com/en-us/article/distance-learning-with-office-365-guidance-for-parents-and-guardians-89d514f9-bf5e-4374-a731-a75d38ddd588>

Office 365 Pupil Support:

<https://support.office.com/en-us/article/student-help-center-395ab230-55bf-44c6-b265-e832d729b694>