

LIVE LESSONS / CLASS ASSEMBLIES HOME-SCHOOL AGREEMENT

To ensure the safety of our pupils and staff during live assemblies:

- Pupils should be **fully dressed** when participating and ensure clothing is appropriate & non-offensive e.g. not wearing sleepwear.
- **Teachers** will only **record LIVE LESSONS** so that pupils can access them later. There should be **no recording / screen recording** taken from the meeting by parents or pupils.
- **Notify the class teacher** of any issues they are aware of which may affect the session (including the security and safety of those involved).
- If the member of staff considers there to be a **breach of safety**, they may **end the meeting** for all pupils or just the individual presenting the risk.
- Where possible, **pupils should be in a communal room** (e.g. lounge/ dining area) in a quiet corner. If this is not possible, we ask that a parent is near enough to be able to hear/see what is going on **without participating** in the meeting.

GENERAL EXPECTATIONS

Pupils will...	Parents will...
<ul style="list-style-type: none"> • Attend the whole session unless agreed otherwise. • Switch cameras on and keep microphones on mute. • Check what is in camera view to ensure that nothing is on show that you do not wish to be shared. • If your camera is not on, ensure that backgrounds and profile pictures are appropriate. • Follow behaviour expectations that would be in place in school and the rules shared by the class teacher e.g. raising hand up if they wish to speak, ask a questions or request to be taken off mute. • Be respectful and polite throughout the meeting to all members participating by giving their full attention and focus, in the same way as if they're attending face-to-face learning in person. • Pupils must listen to instructions and enable or disable their microphone when requested. 	<ul style="list-style-type: none"> • Act in accordance with the Home Learning Agreement by supporting school in implementing expectations of behaviour and reminding children when appropriate. • Ensure pupils are fully dressed. • Ensure that children are present and punctual for the class assembly. • Ensure that pupils camera background / profile pictures are appropriate. • Be present in checking up on children while using technology online. • It is not appropriate for parents/carers to take part in audio/video conferencing unless invited to do so.

At the start of the assembly your child's class teacher will:

- Model how to access the basic functions within teams such as switching the microphone on and to mute (for pupils).
- Ensure that everybody understands the rules regarding safeguarding and confidentiality and that they recognise no recordings/pictures (screenshots) are permitted.
- Remind pupils of expectations during the live assembly (listed above).

To **consent** to your child participating in the **CLASS ASSEMBLY**, which will not be recorded, [click here](#).

To **consent** to your child participating in **LIVE LESSONS**, which will be recorded, [click here](#).