

Remote Learning Acceptable Use Agreement

Aims of the document

The aim of this policy is to ensure that remote learning is undertaken in such a way that children and staff are safeguarded.

1, Remote learning requires teachers of Chase Lane to perform their duties in a public forum in front of parents/ carers. Parents/ carers would not usually have access to daily classroom teaching.

2, This policy recognises that in order for children to learn, teachers will be accessing the home environment.

The two points above highlight the necessity for all parties to take responsibility to create a safe learning environment built on mutual respect.

The details set out below are to form a framework for a safe and secure online learning environment. It is essential that all stakeholders abide by the conditions stated.

- If using a school loaned device, it should only be used for the purpose of remote learning by the child.
- Please do not share any of the learning, comment on it or question the learning with anyone other than the class teacher. If you do need to speak to the class teacher, do this privately.
- Staff and children are only to access remote learning via school managed accounts.
- The use of strong passwords is promoted.
- Online teaching and learning will only happen at the times the teacher sets.
- Please ensure usernames or passwords are not shared with anyone else.
- Children will be expected to behave in the same way that they would in class.
- Please ensure your child is prepared for the lesson and has all resources that their teacher has requested.
- Please ensure that anyone who is visible on screen is fully clothed.
- Please be very aware of the background. If you know how to change the background digitally then please do this. If not please make sure that there is not anything offensive or harmful in sight.
- Only the child from the class joins in with the learning sessions
- Children will be expected to complete learning tasks as independently as possible and submit to their class teachers for most sessions.
- During learning your child will only use additional features of the software when asked to do so by the class teacher.
- Your child should not be left unattended whilst joining the online learning (an adult must be close enough to hear the learning).
- Parents are to refrain from speaking online in the learning session, however, we actively promote parents supporting their child in the learning.
- Your class teacher might ask you to mute your microphone by clicking the icon. This is to help stop background noise e.g. babies crying etc.

- Please be aware that your child may be asked to unmute for sections of the learning sessions.
- Please do not record, take photos or screen shots of the learning.
- Sessions will be recorded and uploaded to the SeeSaw platform in case children missed the live stream.
- If you have any concerns about the online learning session, please contact the class teacher or a member of the safeguarding team.
- On occasion there will be meetings set that you are not invited to, please respect that these are planned to meet the needs of individual learners.

Failure to adhere to the conditions stated, could result in the lesson being terminated and your child being removed from the remote learning platform.

I have read and understood the Remote Learning acceptable use agreement. I will digitally sign to agree using the School Ping platform.