

Remote Learning-Home/School Agreement
Misterton Primary and Nursery School

- ✓ **A Pupil of Misterton Primary School will:**
- ✓ Complete my work daily which has been set for me
- ✓ Find a quiet place to work and have any equipment ready, pens, pencils, ruler
- ✓ Use the Raised hand and/ or chat function to respond and participate
- ✓ Respect all technology and digital platforms made available to me by the school
- ✓ Keep my microphone muted during a live class session unless asked not to
- ✓ Use the 'chat' function sensibly and for academic purposes
- ✓ Engage with teachers daily so that they know I am happy, safe and well – raising a concern if this is not the case
- ✓ Remember the class expectations still apply and follow the Behaviour and Relationships Policy
- ✓ **Possible sanctions for failure to comply with this agreement:**
- ✓ Removal of access to Microsoft Teams
- ✓ Removal of access to specific technology or digital platforms
- ✓ Heightened monitoring of online and digital activity
- ✓ Sharing of inappropriate and dangerous activity with other authorities as require

- ✓ **As a parent/carer I will:**
- ✓ Ensure my child not only respects and looks after the technology made available but also navigates the digital and online space afforded them in a safe and sensible manner
- ✓ Encourage my child to engage with their teacher in order to scaffold their routine, care and support
- ✓ During live remote online sessions, demonstrate good digital manners (e.g. microphone muted)
- ✓ Support whole class live experiences by responding to teachers only when children have been asked questions
- ✓ Use the 'chat function' to ask a question and allow teachers time to respond
- ✓ Support my child with locating and navigating TEAMS or uploading documents such as word or other files
- ✓ Ensure that any queries I have regarding my child's academic tasks are directed to the class teacher within school hours via the teachers email
- ✓ Ensure that any queries I may have regarding Microsoft Teams or home-learning applications are directed to the email address of my child's class teacher
- ✓ Ensure my child only publishes any videos or files on the class Teams channel and not on any other site or on social media – screen shots should not be shared outside of the school community
- ✓ Support my child by promoting e-safety and positive online behaviours
- ✓ Reimburse the school for any deliberate damage to hardware or digital platform caused by your child

- ✓ **As the school we will:**
- ✓ Provide a mixture of live lessons, independent learning and other relevant tasks
- ✓ Respond to completed work through TEAMS, email or Purple Mash
- ✓ Provide appropriate learning for all pupils which where possible, sets the same expectations as would face to face learning
- ✓ Contact parents/ carers of pupils who do not log in to live lessons to check in on them and offer support
- ✓ Occasionally record live lessons for monitoring purpose of the HT and DHT
- ✓ Offer pupils the opportunity to ask for extra help
- ✓ Keep in regular contact with all families

Additional guidance regarding use of Microsoft TEAMS

It is important to understand that when using Microsoft Teams and other applications provided by the school, this use is monitored and logged and can be made available to teachers.

Parents and teachers have a responsibility to ensure that 'live' streaming and calls are supervised appropriately – children, especially those below Year 5, should be closely monitored at all times regardless of the additional safeguarding procedures adopted by school.

When participating in a video conference on Microsoft Teams, all users should ensure that there is no confidential information in the background (e.g. letters with addresses, class lists or personal family photographs).

When participating in an audio or video conference on Microsoft Teams, users must remember that this is an extension of the classroom and members of a household should conduct themselves accordingly.

This includes:

- Being punctual for meetings and interactive sessions
- Be fully dressed appropriately for learning (no pyjamas)
- Remain attentive during sessions as would be expected in class
- Interact patiently and respectfully with teachers and peers using appropriate language

Users **MUST NOT** record each other's online interactions. If the lesson is to be recorded, this will be done by the teacher for safeguarding reasons.