



Home-School Agreement – Remote Teaching - October 2020

The purpose of this agreement is to set out the remote teaching commitment we make to your child's education when they are unable to attend school due to a closure. Our expectations of you as a parent/carer and the expectations of our pupils are outlined below.

Rules and Expectations of your children

Rules:

- I will only use technology for school purposes as directed by my teacher.
- I will only take part in a 'live' stream if an adult at home knows I am doing it.
- I will not reveal my passwords to anyone.
- I will be responsible for my behaviour and actions when using technology (Microsoft Teams and other interactive applications), this includes the resources I access and the language I use.
- I will make sure that all my communication with students, teachers or others using technology is responsible and sensible.
- I will not deliberately browse, download, upload or forward material that I should not be viewing. If I accidentally come across any such material, I will report it immediately to my teacher or my parent.
- I will not share resources or videos created by my teachers with anyone who is not a pupil or member of staff at Holbeach Primary School.
- I will not record or take photos of my classmates or teachers during a face-to-face session.
- I will not share any school content on social media platforms.
- I understand that when using Microsoft Teams and other applications provided by the school that my use can be monitored and logged and can be made available to my teachers.
- If audio/video conferencing is used, I understand that this might be recorded by the teacher only in order for pupils to be able to continue to learn outside of the time of the lesson itself.
- I will continue to follow the rules regarding my use of technology as outlined in the school's Pupil Acceptable User Agreement.
- I understand that these rules are designed to help keep myself, other pupils and school staff safe and that if they are not followed, school sanctions will be applied and my parent will be contacted.

Expectations:

When participating in a video conference on Microsoft Teams, remember that this is an extension of the classroom and you should conduct yourself as you would when on your best behaviour in a classroom.

This includes:

- Being on time for your interactive session
- Being dressed appropriately for learning (e.g. no pyjamas)
- Remaining attentive during sessions
- Interacting patiently and respectfully with your teachers and peers
- Video conferencing from an environment that is quiet, safe and free from distractions.
- You **MUST NOT** record each other's online interactions. If the lesson is to be recorded, this will be done by the teacher.
- Make sure you end the session as soon as the teacher indicates to do so and do not stay in the session after the teacher has left.

Expectations of Parents:

- Make sure your child attends live lessons and completes tasks set.
- Encourage your child to access and engage with Microsoft Teams and offer support where required.
- **Be aware that taking screen shots, recording live lessons or copying any information, messages or posts to share on social media, or any other platform, is strictly prohibited.**
- Contact the class teacher, via email, during normal school hours (9:00am-3:20pm) if you require support of any kind.
- Talk to your child regularly about the benefits and risks of the online world and give them space to ask questions and talk about anything that worries them.
- Be mindful of mental well-being. Encourage your child to take regular screen breaks, play games, get fresh air and relax.
- Ensure that your child uses the messaging service, within Teams, appropriately and for school purposes only. All messages will be screened and monitored by schools.

Possible sanction for failure to comply with this agreement:

- Removal of access to Microsoft Teams for your child/children.
- Prosecution under the GDPR data protection law.

We all agree to live by our school values. A signature is not required for this document; the terms herein are confirmed by all parties