

## Rudston Primary School

### Code of Conduct for Remote Learning

This code of conduct outlines what we expect of pupils and parents/carers during remote learning and any 'live' drop in sessions.

Much of this echoes our expectations of pupils in lessons when in school and all of it is designed to help pupils gain the most benefit from online learning.

Parents/Carers must read the following information and understand that by allowing your child to access Google Classroom they confirm they agree to this code of conduct. Rudston Primary School will not be held responsible for any incidents that occur if the code of conduct has not been followed.

- I and my parents/carers, will check my Google Classroom regularly to keep track of my remote learning.
- I will only use Google Classroom as directed by the teacher and will only upload material that is related to my learning.
- I will not take photos of my screen or record videos or interactions in any way (including Loom, Mote or Google Meet).
- I will make sure that my communication on Google Classroom is always supportive of my learning and the learning and wellbeing of others, including my teachers.
- I understand that my parent/carer is responsible for logging into Google Meet and the meeting details.
- During any live sessions, my parent/carer must be present in the room or in the next room with the door open so they can see and hear everything that is happening during the live session. Please note that family members must not get involved in any live sessions either verbally or by appearing on the screen.
- If taking part in a live sessions I will make sure that...
  - ❖ my environment is quiet and free from distractions
  - ❖ I am not in a bedroom
  - ❖ the background (and foreground) is appropriate and as neutral as possible (please be mindful of what is visible behind you/in front of you)
  - ❖ I am appropriately dressed, not in sleepwear
  - ❖ I remain attentive
- ALL Google Meet sessions will be recorded for safeguarding purposes.
- Just like in class, I use the 'hands up' button when I want to speak and will try not to talk over anyone else – the teacher will be able to mute you anytime they like!
- The teacher reserves the right to remove you from the session if they see/hear anything that does not follow the Remote Learning Code of Conduct.

For further privacy information and the use of personal data via Google Classroom please see the following link <https://support.google.com/meet/answer/9852160?hl=en-GB#zippy=%2Cprivacy-and-transparency%2Csecure-deployment-access-and-controls>

Parents/Carers, please remember...

By logging your child on to Google Classroom, you are agreeing to the Remote Learning Code of Conduct and the rules and guidelines set out by your child's class teacher.

Please send any questions/comments to [admin@rudstonprimary.co.uk](mailto:admin@rudstonprimary.co.uk) or [onlinelearning@rudstonprimary.co.uk](mailto:onlinelearning@rudstonprimary.co.uk)

