



Virtual Learning Acceptable Use Policy

Due to the COVID-19 pandemic of 2020, there are occasions whereby we have to continue learning from home.

Mostly, we use Zoom as the platform to deliver live-teaching. In order to ensure a high-quality learning experience, there are some ground rules we need to share to make sure everyone is safe and gets the best out of the experience.

Home responsibilities

- Children need to be fully dressed
- Children should be prepared with the resources they need, including any supporting documents from Class Dojo
- They should be sat up to a table, as they would be in school, ready to learn
- Children should have been to the toilet before the session and have a drink available
- They must not be in their bedroom and have a plain(ish) background behind them
- An adult needs to be in the room, particularly in a 1:1 teaching scenario
- Up to Year 3, we ask that wherever possible, an adult engages in the lesson and works with their child
- Usernames must be just the first names of the children – they must not change their names during the lesson
- No other devices should be in play (e.g.: mobile phones)
- The children must be respectful and engaged in the learning
- Children should only use the emoji function when asked
- We ask that any communications are polite and mindful of the pressures the staff are under

School responsibilities

- School will assist with enabling technology
- Staff will disable the chat function before the meeting
- Staff will mute children on arrival to the meeting and only allow them to unmute when they raise their hand or they are asked a direct question – unless it is a small group and the ground rules for interaction are established
- Staff will not let anyone in the meeting with a username they do not recognise
- Staff will present from an appropriate and professional location
- Supporting documents will be posted in a timely manner on Class Dojo
- Staff will be available via Class Dojo messages to answer any parental questions
- Our communications will be polite, professional and mindful of the pressures families are under

We know that this is a challenging time for everyone and we thank you for your support in delivering home learning. These truly are unprecedented times that will hopefully not go on for too much longer. We are doing our very best our end to be available, approachable and supportive online and are conducting ourselves with kindness and understanding. Please do ask for help whenever you need it.

We're all in this together.

Pattishall Primary is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.