



During distance learning Godfrey Ermen Primary School teachers are providing live lessons for pupils via Google Meet. There is no obligation for teachers to provide these lessons, however they are extremely useful to support learning at home and therefore pupils should be respectful at all times when engaging with them.

Live lessons are recorded by the teacher for safeguarding reasons and any inappropriate behaviour is therefore recorded.

During live lessons pupils should:

- Ensure that they are dressed.
- The lesson must take place in an appropriate place in the house- not a bedroom.
- Pupils must only join using their school account through Google Classroom.
- Pupils must only join the class once the teacher has announced it live on the Google classroom stream.
- Turn their microphone off at all times during the lesson unless directed by the teacher to speak.
- Only use the chat facility to discuss aspects of the lesson. The chat facility should not be used to chat with each other. Any inappropriate comments or language will be reported to parents/carers.
- Remove any other distractions in the room e.g. music, television, other devices, younger siblings.
- Make notes/ complete work at home as directed by the teacher during the lesson.
- Be respectful towards the teacher and other pupils at all times.
- Arrive promptly to the lesson and stay focused for the full duration.

Any pupil who behaves inappropriately by not following any of these protocols may be excluded from future live lessons and parents/carers will be contacted

During Live Lessons Parents/ Carers Will:

- Ensure pupils have a quiet space in which to access the live lesson- not a bedroom.
- Remove distraction such as the radio, television or younger siblings.
- Use appropriate language if in the background.
- Be dressed appropriately if in view of the camera.
- Not record any part of a live lesson on a mobile device/laptop or upload to social media. If this happens the lesson will be ended immediately and future access will not be permitted for that pupil and you will be contacted.