



Arnside National School – Online code of conduct

Safeguarding all members of the school community is our highest priority.

In order to keep pupils, staff and parents / carers protected online, we request that participants follow the code of conduct. By joining the activities, participants are agreeing to the following:

- Live activities are **optional** and pupils have the choice to not attend.
- Parents must be aware their child is participating in the activity.
- At KS2, an adult must be nearby. At KS1, an adult must accompany the child.
- Activities may be recorded by the school and will not be used anywhere other than for school purposes. Your child's attendance provides the consent for the recording.
- Normal school behaviour is expected from all participants. Poor / inappropriate behaviour will not be tolerated and may result in future restrictions to activities.
- Pupils can only join an activity through Teams (KS2) and Zoom (KS1).
- At KS2, invites are sent directly to the pupils through their Teams account. At KS1, invites are sent to parents / carers through ClassDojo.
- Pupils must always join activities on 'Mute' to stop background noise.
- Participants should always face the screen.
- Appropriate clothing is expected at all times.
- Be prepared - have a pen / pencil and paper ready.
- Pupils are asked to put their hand up to talk and the teacher will ask them to respond when ready using the 'Unmute' function.
- Pupils should not change backgrounds or use special effects as it may be distracting to others.
- Participants may also use hand signals:
 - ✓ Thumbs up = yes
 - ✓ Thumbs down = no
 - ✓ Hand by ear = I can't hear
 - ✓ Raised hand = I have a question or comment
- Chat - only type comments when asked so that the teacher can concentrate.
- Pupils may choose to have video on or off.
- Once the activity is over, the teacher will ask all pupils to leave immediately and end the call.

Remember, as with all live streaming, when you type or say something it is always there and you can't take it back. Be extremely careful of what you say and write – think before responding.