Dear Pupils of KGS,

As I write to you, during this second period of enforced school closure, it is with the hope that you are managing to access and be successful in your online lessons.

With the virtual school, KGS@home, following the pattern of the normal school day, you should find it easier to maintain your usual routines – albeit without the travel!

Whilst you enjoy lessons from the comfort of your home (or the Boarding House!), it is important to remember that we still expect high standards of behaviour to be maintained – reflecting how lessons are conducted at school. This means that our Code of Conduct (the three Rs) continues:

Ready to Learn	Attend Google Classrooms at the appropriate time with stationery items required (including textbooks).
Responsible in actions and conduct	Microphones and cameras are to be switched on/off at the instruction of the teacher. Mobile phones should not be used whilst in lessons.
Respectful towards others	Pupils should not distract others from their learning or impede the progress of the lesson

You should take care to:

- Address teachers and refer to peers as you would in the classroom setting i.e. kind and respectful
- Refrain from taking screenshots, recording lessons or engaging in private chat during online lessons
- Avoid disrupting the lesson or causing offence/distress to others (reports of online bullying would be taken very seriously)

We will still follow the Consequence System, so you will be warned by your teacher if your behaviour is not appropriate. This would be applied as follows:

- Given a verbal warning that your behaviour is not acceptable.
- Put on mute by the teacher
- Excluded from the 'live element' of the lesson if the previous two warnings are not heeded (this results in a negative awarded and parents contacted)

Of course, the majority of pupils will not need to be reminded how to behave and will continue to work hard and achieve, despite the circumstances. If you are one of these, then I congratulate you and wish you well with the term ahead. Effort and achievement will continue to be rewarded with distinctions ⁽²⁾

Thank you for reading through this – a little thoughtfulness and patience will make the weeks ahead more enjoyable and successful for everyone.

Take care,

Mrs Parkinson