



Shadwell Primary School
Main Street
Shadwell
Leeds
LS17 8JF



Tel: 0113 2732729

www.shadwell.leeds.sch.uk

18th January 2021

Dear parents / Carers,

Thank you for your patience and understanding whilst we have paused the lesson recordings on Teams. I am pleased to announce that from today, recordings will re-commence, however with some changes.

In order to comply with safeguarding and GDPR requirements, **we will no longer record all lessons by default**. Instead, we ask that you **let the class teacher know in advance** via email/chat if your child is not going to be able to attend a live lesson. The teacher can then ensure children's video feeds are turned off where necessary. Recordings will only be available to members of the class team and **must not be shared outside of the team**. If you need to access a recording it will appear in the feed for that lesson, or you can request it by email from the teacher.

We appreciate children might miss lessons on an unplanned basis occasionally, but believe the systems and amount of work and support in place mean children's learning is not affected if a video is not available. The alternative is to remove recordings altogether which we want to avoid.

As always we thank you for all of your ongoing support with Teams and hope you are enjoying the live lessons as much as we are.

Kind regards

Mr Rugg

Executive Assistant Head Teacher

Bramham Shadwell Federation

'Excellence for All'



Bramham Shadwell Federation
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Executive Head Teacher; Mrs S Richards BSc (Hons) PGCE
Executive Deputy Head Teacher: Mrs J Hall BA (Hons) PGCE

