



## **St. Joseph's Catholic Academy**

### **Parent Code of Conduct Remote and Blended Learning**

- I understand that my child will be using Microsoft TEAMS to access remote learning. The school will provide my child with an email and password to access this.
- I will ensure that my child is dressed appropriately and that they are using a communal part of the house (not a bedroom).
- I will ensure that I am dressed appropriately if I am to appear on screen or have a meeting with my child's teacher.
- I understand that live lessons will be by invitation only and teachers will initiate and close lessons. My child will begin the session with the camera and microphone off until the teacher directs otherwise.
- I understand that for safeguarding purposes the lesson will be recorded.
- Recorded lessons are saved and will be deleted regularly. Please see the Remote Learning Policy on the school website for further details. Pupils and parents are not to modify, re-post or otherwise tamper with a video uploaded by a member of staff. This is a breach of trust and is not permitted.
- Where possible I will apply child safety settings to my home internet.
- I understand that my child will use Teams to communicate with their class teacher and that they will only post questions and comments linked to their schoolwork. I will remind my child to not share any personal information.
- I understand that the e-safety policy and safeguarding policies still apply in remote teaching circumstances.
- Lessons will take place during normal class hours and will be of a reasonable length of time depending on the age of the children.
- Live streaming of lessons is only for pupils on roll at the school and delivered by teachers working at the school. Teachers will be identifiable, wearing their Trust lanyard.
- If there is an unauthorised person in the lesson, the teacher will discontinue the lesson. For safeguarding purposes, the teacher will report such incidents to the Designated Safeguarding Lead.
- I understand that I must not contact teaching staff after 6pm on Teams.
- I understand that I must use the office email or MyEd text message system to contact staff, not their personal school email address.