**Important Safeguarding Information for Parents and Carers for Online Lessons.**

Dear Parents and Carers,

**In the event of** a bubble or school closure, we are currently working hard to ensure we are as prepared as possible so that learning can continue at home. In order for your child to have as much face to face contact with their teacher, we will be using the online learning platform Seesaw and will be teaching small groups through live lessons on Google Meet (Google Meet links will be sent to parent’s email addresses – please check these daily). For those families who are struggling to access an online device, a laptop and wi-fi code will be provided for those who need them and if there is not the availability for these then work packs will continue to be sent home and returned when the bubble/school reopen.

**There will be an expectation for all children to work at home during this time and phones home will be made if children are not engaging with the work set.**

To be able to deliver online lessons safely for both pupils and staff, we need to set out some expectations and guidance.

When your child is invited to an online lesson the following things **must** be in place.

* The only way of joining the “meeting” is by clicking the link provided in your email invitation at the time of the meeting. Please do not share the email invitation with anyone else
* **By accepting the meeting invite you are agreeing to these important safeguarding measures in this document:**
* Please make sure that there are no other children or personal effects visible on screen and that your house cannot be identified
* You must be present (in the room) with your child while the meeting is taking place
* The host of the meeting may mute microphones at various points during the meeting to ensure that everyone can hear what is being said
* Live lessons using video call will only ever take place during school hours (8.55-3.30)
* Please can you ensure you and your child are fully dressed when taking part in the meeting
* Online lessons will only ever take place as part of a group, not 1:1
* Please do not record the meeting yourself or take screenshots, if you are suspected to be doing so then you/your child will be removed from the video call meeting
* Please ensure that your child take part in the video call meeting in a communal area of your home e.g. living room, not in a bedroom
* Participants may leave the meeting by disconnecting the call at any point should they need to

I hope that this helps to reassure you that we are taking every precaution to keep us all safe online whilst lessons are taking place.

If you have any questions please feel free to get in touch.

Kind regards,

Senior Leadership Team