

Code of Conduct: Remote Learning

January 2021

This code of conduct outlines our expectations of the school, pupils and parents/carers during periods of school closure or partial closure due to the Coronavirus Pandemic.

Much of this echoes our expectations of pupils in lessons when in school and is designed to help pupils gain the most benefit from online learning. Parents and carers should read the following information and share it with their children to ensure the code of conduct is followed.

General Rules and Guidelines

At St. Mary's we encourage all our pupils to follow the ethos of our school and the expectations of behaviour when learning remotely. All pupils deserve to be treated with respect and we encourage children to consider how they are behaving and the impact it will have on others.

It is important to note that the morning and afternoon Teams meetings will be recorded by the class teacher. Any pupils who have missed the meetings will be able to view the recording at a later date. Children or parents are not permitted to record or share these meeting on any other virtual platforms.

School expectations

The school will:

- Provide a planned curriculum for pupils working remotely which is aligned to the school curriculum.
- Support parents in accessing the remote learning and provide guidance to parents on how to support children in their learning.
- Set work on the online platforms in a range of subjects meeting the government's expectations of 3 hours a day for EYFS and KS1 and 4 hours for KS2 pupils.
- Include recorded or live teaching time as well as tasks to complete.
- Set clear expectations of what pupils should achieve by the end of the school day.
- Record 'live' meetings to ensure pupils can access it during the day.
- Ensure staff behave in a professional manner at all times.
- Provide regular feedback through the online learning platforms.
- Ensure clear safeguarding and reporting procedures are in place and that everyone understands them.

Pupils agree to:

- Use the chat function on Teams responsibly and appropriately.
- Follow the boundaries and rules set by the class teacher when joining/leaving a meeting.
- Mute the microphone when others are speaking and keep the video camera on at all times. Use the hands up function in Teams to ask questions.
- Engage in online learning, complete assignments and attend any meetings on time.

- Be appropriately dressed for 'live' meetings.
- Where possible, work in an appropriate space.
- Ensure backgrounds are appropriate.
- Endeavour to submit English and Maths work by the end of the morning sessions and other work by the end of the school day.
- Ensure that other devices are not on in the background.

Parents agree to:

- Keep children safe online through appropriate parental controls.
- Monitor internet use and check that children are using technology safely.
- Support children to access online learning and ensure they understand the tasks they have been set.
- Where possible enable children to work in a suitable environment conducive to learning.
- Encourage children to be independent at all times.
- Understand that live lessons are for children and wherever possible lessons should not be interrupted by parents.
- Ensure children are not exposed to inappropriate behaviour, digital content or language during live sessions.
- Communicate with the school through Seesaw, Tapestry or email via the school office if they have any concerns or need help with accessing online learning.