

VIRTUAL INTERACTIVE SESSIONS – PROTOCOLS FOR PARENTS

Important disclaimer: By accessing virtual meetings, you are agreeing to share your personal information and data within a controlled school group. You are also agreeing to the terms of use below.

Meeting IDs and class specific passcodes will be sent to you by your child's class teacher via the class email.

Please be aware that the following apply to live sessions:

- Sessions are NOT to be recorded by parents, pupils or other participants (on any device).
- During sessions, screen shots using the device or other devices are strictly NOT allowed.
- Please do not share your child's login details.
- Learn how to mute and unmute, including video screens.
- Be conscious of background environments and others in the room.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and where possible be against a neutral background.
- Staff will have a school lanyard on during the meeting.
- Staff, parents and pupils will wear suitable clothing, as should anyone else in the household.
- Language must be professional and appropriate, including any family members in the background.
- Users may be muted by the class teacher if they become unsettled or if other distractions in the household cause a disruption.
- Teachers will host both 1:1 and group sessions. These are learning sessions for your child. If you have any general queries or questions, please email your child's class teacher directly, via the class email address. These sessions are not the forum to raise these.
- Teachers reserve the right to end the session at any time.
- School safeguarding procedures apply to these sessions.
- SLT have details of all sessions and may login at any time.
- If you have any concerns about the sessions, please raise with your child's class teacher in the first instance via the class email.

Please try to be on time to make sure your child gets the most from their session. If you are late for the session you can still join, however, please note that the activity will be in progress.

Hints & Tips

- Better sound is achieved if only one person speaks at a time.
- If the host loses connection, please just wait whilst they log in again - you should be able to resume.
- If there is a sound/display issue, try clicking the microphone/camera icon off and on again. If there is still an issue, try logging off and logging on again or try another device.
- IT can be unpredictable so please be forgiving in the case of any technical hitches.