

Holme Slack Community Primary School

Headteacher:
Mrs. M. Peck

Telephone:
01772 795257



Manor House Lane
Preston
PR1 6HP

Live Lesson Code of Conduct

Dear Parents/Carers,

Please find below the school's expectations with regard to children engaging in 'live' lessons. We are sure that you will appreciate the opportunity to have your learning delivered in this way but we ask that all parents, carers and students adhere to the guidance set out below to ensure we maintain a productive and purposeful learning environment for all:

- Please ensure your child is on time for their lesson. They may need to wait 2-3 minutes before they are admitted from the Waiting Room in order to give time for the class teacher to admit the whole class. An attendance register will be taken for each lesson.
- Your child's camera and microphone will need to be off when they enter the lesson. Once the class are present, the teacher will grant permission for cameras to be turned on. In some cases, they may also give permission to turn on the microphone.
- Children are to view live lessons in a communal space within their home location that is appropriate (not in bedrooms) with nothing personal or inappropriate in view of the camera
- Your child's device will need to be in a location where viewing other members of the household will be kept to a minimum. Adults may be in close proximity but not in view.
- Ensure your child is appropriately dressed for the lesson (along with any household member who may appear in the background).
- A blank background would be the preference.
- If your child wishes to ask a question, they can raise their hand and wait for the teacher to allow you to speak.
- All children engaging in 'live' lessons will behave appropriately at all times, displaying behaviour which would be expected in a normal classroom setting; any student who behaves inappropriately will be 'removed' from the lesson and parental contact made.
- All members of the school community must not take screenshots, or recordings, of any lessons or parts of lessons in line with our school safeguarding policy.
- It is not permitted to post, share, manipulate or in any other manner display images or recordings which are intended for your child's educational use. With regards to posting or other manipulation of images, appropriate action will be taken.

Yours sincerely,

Miss Robinson

Acting Assistant Headteacher and Remote Learning Leader