



# Principles of Online Learning:

This document is an amalgamation of current advice and thinking regarding the practice of 'live' online teaching. We recognise that schools work within different contexts but believe sharing these principles will work towards supporting our staff and keeping our pupils safe.

## 1. Professional Etiquette

### **We believe that teachers should:**

- Be afforded professional choice; live-streaming should therefore be optional.
- Be offered alternatives to virtual teaching, eg using audio only, pre-recorded lessons or existing online resources.
- Not be subjected to excessive 'screen-time'.
- Have total control over all participants' microphones and cameras.
- By joining a live session which you have been invited to by the school you have automatically given your consent.
- Know that parents and students agree to the behaviours expected from them and their children when live-streaming.
- Expect any abuse or misuse to be dealt with under the school's pupil behaviour policy.
- Not be required to take part in live-streamed, one-to-one, tuition unless this has been agreed by SLT
- Not to be required to live stream without the establishment of clear ground rules, eg when and how can students speak?
- Be assured that the needs of all students have been fully taken into consideration.
- Be assured that live streaming is only used when essential, and only when it is viewed as the most effective means of lesson delivery.
- Be able to disguise their homes with different or anonymised backgrounds.
- Work remotely only during normal school contact hours.
- Be provided with appropriate training.
- Be expected to use only school accounts and school devices for live streaming.
- Keep a log of attendance and anything that doesn't go according to plan.

## 2. Managing Parent expectations:

- The school will let parents know of the platforms used and the etiquette for the use of these platforms - e.g. is attendance mandatory, are they 'live lessons' or signposting to further work
- Key Guidance will be shared with parents:
  - Parents must be in the room with a child who is having a live lesson
  - ensuring children are dressed appropriately e.g. no pyjamas
  - ensuring they are in an appropriate room e.g. no bedrooms
  - Parents are not allowed to record the sessions in any way and are expected to ensure their children behave in an appropriate manner
  - Parents are not expected to intervene in the lesson or interrupt
  - Approximate length of the session
  - Parents must be aware that the school may record these sessions in adherence with their privacy policy.
  - The link and the password for sessions should not be shared - likewise if the children are logging in with school credentials e.g. with a google classroom account.

## 3. Supporting Children to access Learning

- Ensure children are aware of how to mute / turn video on etc.
- Lay down ground rules and ensure that all the children are aware - ideas for this could include:
  - Muting until spoken to
  - Using of thumbs up / thumbs down when listening
  - Use of hands up when the child wants to contribute

## 4. Addressing Safeguarding concerns

- The school will ensure that safeguarding procedures, including the code of conduct for all stakeholders, is updated to reflect the changing situation.
- Please contact the class teacher via email if you have any safeguarding concerns.

Further links and guidance:

<https://neu.org.uk/coronavirus-what-we-know-about-online-learning-primary>

<https://www.lgfl.net/online-safety/resource-centre?s=34>