

Parent and pupil guidance for live virtual sessions

Parents must sign the following agreement before the child can join any live session:

I understand that by signing this consent form I agree with the following:

- I consent to my child joining a Google Meet (Y1-6) or Zoom (YR) live session with their class teacher and classmates.
- I understand that 'Zoom' is an app for 13 + and must not be uploaded to a child's personal device/s. (Reception parents)
- I will upload the 'Zoom' app to a parental device using my own details, not my child's. (Reception parents)
- I will ensure the live session takes place on a parental device, not a pupil's personal device.
- I will not share the Meeting ID for the session with anyone else. This includes not sending the Meeting ID to other parents from my child's class.
- I will ensure my child is on time for the session and understand that if they are late they may not be admitted to the session.
- I consent to the session being recorded by the class teacher for safeguarding purposes.
- I will ensure that my child has access to a workspace that is quiet, safe, free from distraction, and that there is an adult nearby.
- I will ensure my child is dressed appropriately in normal home clothes.
- I will ensure my child only uses their first names when joining the session.
- I will ensure that no-one other than my child joins the live session or makes comments during the session. This includes parents, siblings and any other members of the household.
- I will make sure that any conversations in my own household during the time of the session are appropriate and not audible.
- I understand that other pupil's households may be in direct view and conversations in other households may be overheard.
- I understand that this is a forum for pupils and not for parents to ask questions of the class teacher.
- I will make sure the session is not recorded and no photos or screen shots are taken.
- I will not make any comments on social media about the content of live sessions, including comments about my own child and other children in the class. I will not post screen shots on social media or share them.
- I understand that a session may be ended at any point at the teacher's discretion. This would only be in exceptional circumstances.
- I understand that the purpose of the live sessions is for pupils to interact with their class teacher and that the content of the session is entirely the decision of the class teacher.

Pupils must sign the following agreement before they can join a live session:

As a pupil at Rush Common School, I agree with the following when joining a Google Meet (Y1-6) or Zoom (YR) session:

- I will not share the Meeting ID for the session with anyone else. This includes other pupils in my class.
- I will follow the usual school rules regarding my behaviour. I will be safe, kind and respectful
- During the session, I will try my best to listen and contribute to the session
- I will be patient and respectful with my teacher and classmates
- I will have pencils and paper ready to use if needed
- I will not record, take photos or screen shots of the live session
- I will be on time for the planned session
- I will end the session as soon as the teacher tells me to do so.
- I will not re-join a live session.
- I understand that these rules are here to keep me safe and that if I am concerned I must talk to a trusted adult.