



## Meeting together online – A guide for parents

As part of our remote learning offer we deliver some live assemblies and opportunities to share learning online using video conferencing software. Currently Zoom is the main platform we are using.

Live lessons offer the following advantages:

- ✓ Opportunities for children to connect with their peers and teachers to maintain relationships and a sense of community
- ✓ An opportunity for children to ask questions and feedback about their learning
- ✓ Allows the teacher to offer feedback, explain and model tasks in a responsive way

To ensure the children are able to meet online with their classmates safely please use the following guidance:

As minors, children are not permitted to create an account per Zoom's Terms of Service, please use your own details to create an account and supervise your child at all times <https://zoom.us/support/download>.

When joining a live assembly you/your child will be agreeing to these rules and routines:

- Zoom is for children as a tool for learning, no guests or other grown-ups please (only the parent supporting their child).
- Do not share our links for learning or passwords with anyone.
- Do not record the sessions or upload images from zoom to other platforms (including Facebook).
- Always use respectful language and remind anyone else who is in earshot to do the same.
- Report any inappropriate language of individuals to the class teacher.
- Stay in the Waiting Room until the class teacher checks everyone is a member of our school.
- Please use your child's first name on each Zoom session (rather than a phone name)
- Ensure your child is fully dressed during the zoom meeting.
- When we make the video call please make sure the computer is in a suitable place, not in a bedroom for example and the background is clear, showing just the wall perhaps.
- In the event of us zooming with an individual child, for your child's safety we may record our call with you. The recordings are kept on our school server for 6 months

and no-one is permitted to view them without good reason and with permission from the Principal.

- The best way to join a school zoom is to click on the link we have sent. If you use Zoom account for another reason, please make sure you log out of account before your child uses it. This will make sure any settings that you have made in your account do not over-ride any that we have put in place to safeguard your child
- There should be no inappropriate content on any of our video calls. Please contact the school if you are concerned about any of the content of the video call

### **What Happens Next?**

You will receive a zoom invitation for the assembly via dojo.

We assume that by using Zoom you agree to these rules. Any questions or concerns please email [headteacher@themeasespencer.co.uk](mailto:headteacher@themeasespencer.co.uk)

What parents need to know doc:

<https://nationalonlinesafety.com/guides/zoom>

Tips and tricks for us using zoom:

<https://zoom.us/docs/doc/Tips%20and%20Tricks%20for%20Teachers%20Educating%20on%20Zoom.pdf>

Kind regards

Julia Hart  
Principal