



## **Hetton Lyons Primary School**

### **Remote Learning Code of Conduct**

While children are learning away from school, we expect the same high standards of behaviour and the same positive attitude to learning that we see when they are in school. If any parent or carer feels that their child is struggling to maintain these standards during remote learning, please let us know as soon as possible so we can look at ways that we can offer support. This document seeks to outline expectations of staff, pupils and families during periods of remote learning so that everyone is able to feel comfortable and confident about learning in these challenging times.

#### **Expectations of staff during remote learning**

- Teachers will provide remote learning for their class or allocated year group in line with the remote learning plan in place at the time – these may be different depending on government directed restrictions.
- Teachers will set work for pupils in their class or allocated year group for children to complete independently.
- Teachers will continue to mark and assess children's learning. This may be through live lessons, guided group work, online surveys and quizzes, or submitted work.
- Support staff will support online and in-school during periods of remote learning.
- All staff appearing on live lessons will be dressed in professional work wear.
- Backgrounds will be plain, blurred out or covered by a school specific template unless background is used to display teaching resources.
- School staff will remain in touch with all pupils through live lessons, Class Dojo and telephone calls during periods of restricted access to school (national lockdowns).
- Staff will be available to respond to Class Dojo messages or emails between 8:30 and 5:30 from Monday to Friday. They should respond within 24 hours (there may be a shorter response time).
- If staff have any concerns about a child during remote learning periods, they will share this immediately with a member of the leadership team.

#### **Expectations of children during remote learning**

- We expect you to have the same great behaviour and attitude to your work that we see when you are in school
- We expect you to be dressed in your clothes during on line learning and not in pyjamas – you are still at school.
- We expect you to try your best and ask for help if you are finding things difficult (lots of people will during this time, even the grown-ups).

- We expect you to be kind and respectful to everyone when you are taking part in on-line learning, just as we do when you are in class.
- We expect you to use Google Meet for learning and learning discussions, not for chats and posting pictures. Remember, Google Meet is now like your classroom so don't do anything on there that you wouldn't do in the classroom.
- We expect you to make sure you get a balance between working hard and having fun doing other things as well. You can let your teachers know about these if you want by sending them pictures and info by Class Dojo.
- We want you to be happy and confident during this strange time – if you aren't feeling like that let us know and we will help you.
- If possible, blur your background on Google Meet.
- When on Google Meet you must not record any part of the lesson yourself.
- You must not share any pre-recorded content from your lessons, which your teacher provided, with anybody except your parents and carers.

#### **Expectations of parents, carers and family during remote learning**

- We do not expect you to be teachers – if you feel that this is what is happening please let us know.
- We would like you to support your child with their remote learning, including live lessons
- We would like you to let us know as soon as possible if your child is struggling with work, technology or the lockdown/remote learning more generally.
- We would like you, or another adult, to be present (in the same room) if your child is having a one-one online session wherever possible.
- We would like you to ensure your child presents for “school” dressed appropriately and not in their pyjamas or nightwear.
- Please ensure that anyone in the room at the time of live lessons is dressed, and bear in mind that behaviour in the background may be picked up and shared with everyone in the lesson – if possible, support children to blur their backgrounds when in lessons.

Where the expectations set out in this code of conduct are not met this will be addressed informally initially so that we can hopefully achieve a quick resolution. If things do not improve then the situation will be addressed by a member of the leadership team, possibly under a specific school policy.

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