Remote Learning: behaviour and attendance

Just like when you are in school, there are expectations of you and how you will engage with remote learning.

Below is how we expect you to behave in 'live' lessons on Google Classroom.

Remote Learning Expectations and Protocols

- All students must be appropriately dressed (i.e. like a non-uniform day).

- If possible, students should be in a shared area or living space. If this is not possible then bedroom doors should be left open. Headphones/headsets may be useful if others are present.

- Check who or what can be seen on camera or heard by the microphone – ensure no inappropriate activities or language can be seen or heard. Inform others around you that you are doing online school work.

- Ensure that no personal data (other than your name) is on view.

- A parent/guardian is welcome to observe the lesson. They may wish to be present at the start of the session but are asked not to participate.

- Participants can turn the camera off or mute their microphone if they are just observing and they do not wish to be seen or heard.

- Staff running the session may turn the students' cameras and mics off when they are presenting.

- Students should use school accounts to access video sessions.

- Students must use their real names to login to the session (not nicknames or false names). This should happen automatically as part of their school log in.

- All activity in the session must be in line with normal acceptable behaviour within a classroom.

- Participants must not share any personal information during the session, for example their logins or passwords.

- For safeguarding purposes, the school may record the session. These recordings will not be shared publicly but may be reviewed by the school/trust.

- It is recommended that any device has the latest security patches and updates installed and if applicable has antivirus software and anti-malware software installed and enabled.

Behaviour

If your teachers think you are not working hard enough or not submitting work, they will issue behaviour points.

These are:

- *COVID19 – Inadequate Work* - will be used for work that does meet the standard expected for you student or the rest of the class.

- *COVID 19 – No work submitted* - will be used when your work has not been submitted

If you disrupt 'live' lessons on Google Classroom your teachers will be able to remove you from the lesson. If this happens, they will log a behaviour point using *COVID19 – Remote Disruption*. Your teachers will inform Key Stage who will contact your parents and you of the sanctions.

The sanctions will be:

- **1st disruption**: you will be banned from 'live' Google lessons for the rest of the day and parents informed via email. You will need to work from resources on Google Classroom only and no 'live' lessons.
- **2nd disruption:** you will be banned from 'live' Google lessons for a week and parents informed via telephone. You will need to work from resources on Google Classroom only and no 'live' lessons.
- **3rd disruption**: you will have your school log in suspended and will complete remote learning using BBC Bitesize and Oak National Academy. Parents informed via telephone and reinforced by email including details for BBC Bitesize and Oak National Academy.

Rewards

Teachers will also have the opportunity to add *Achievement Points* for you when you complete and submit work remotely. Teachers can award additional *Achievement Points* as normal for *Above Expected* and *Exceptional* work, effort and contributions.

Attendance

From Wednesday 6th January, all students are expected to attend 'live' remote Google Classrooms as if they were normal lessons in school. Please remind your parents to ring school if you cannot attend for any reason e.g. medical appointment. Key Stage will contact home if you are absent without us knowing why.