

## SJF expectations for live online lessons



Lessons may be recorded for safeguarding purposes

We have the same high expectations of behaviour online as we do in the classroom. Any pupil not meeting the basic expectations will be removed from the lesson.

When joining please mute your microphone to eliminate any background noise.

When responding to questions please speak or type using standard English.

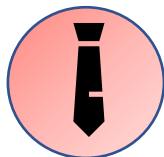
Whilst participating in a lesson online we want you to be an effective 'LEARNER'.



**L** – **Location** – Choose the most suitable, preferably quiet place in your house in order to be able to fully focus on the lesson.



**E** – **Engagement** – In the lesson you will be expected to respond to the teacher either in the chat box or verbally, unmuting your microphone when asked to do so.



**A** – **Appearance** – If you are asked to have your camera on, please make sure you are wearing suitable clothing. (no pyjamas for example)



**R** – **Ready to learn** – Please make sure you arrive on time for your lesson. You should complete the work set for your timetabled lessons each day.



**N** – **Non-attendance** – You **MUST** inform your teacher should you not be able to attend the lesson for any reason. Parents/guardians will be contacted if you are missing from lesson.



**E** – **Equipment** – Please make sure you have all the equipment required for each lesson. Try to have your workbook, plain paper, calculator, as well as spare pens, pencils, for example



**R** – **Return work** as requested – Make sure you either send your complete work to your teacher by email or bring it into school the next possible lesson.



## Parent/Guardian Code of Conduct - Online Learning

*When pupils are learning remotely, they are joining 'live' lessons. Their teachers may be streaming the lesson from school or from another location, depending on the circumstances. Our expectation is that pupils continue to follow the full academic curriculum, attending lessons every day and participating fully. We expect pupils to behave respectfully and to apply themselves fully. We value your support in ensuring that your child learns safely and helps to keep others safe.*

**As a parent/carer I will:**

- ensure, as far as possible, that my child can access their online lessons in a quiet environment.
- support my child's personal organisation so that they attend lessons punctually, in accordance with their timetable.
- encourage my child to participate fully in online lessons and to complete independent work set by the teachers.
- ensure that no element of an online lesson is recorded by my child, myself or family members.
- avoid making any comments, or sharing any material, on social media that could identify my child, their school or staff.
- inform school if my child is unable to access the online learning or if my child does not have access to the required equipment in order to take part and learn effectively.
- ensure that my child takes care of any equipment that they have been loaned by the school and uses it only for the intended purposes.

## Pupil Code of Conduct - Online Learning

***Pupils are expected to attend all of their online lesson and participate fully. As a pupil, I will:***

- arrive on time to all my online lessons
- know my school e-mail and password so I can log in effectively.
- ensure that I have all my equipment ready before the lesson starts.
- keep my camera turned off at all times during lessons unless my teacher asks me to turn it on.
- under no circumstances record or share any images from the lesson on any platform.
- keep my microphone muted unless the teacher asks me to speak
- only use the 'chat' function if directed to by a teacher, and only for the purpose they specify.
- ensure that I use appropriate, respectful language when communicating verbally or digitally.
- stay focused on my lesson and ready to contribute my thinking at any point.
- use the 'raise my hand' function in order to ask or answer a question.
- gain permission from the teacher if I need to leave the lesson for any reason.
- behave in sensible, kind and courteous way throughout the lesson.
- follow instructions promptly.
- complete tasks to the best of my ability and return work to my teacher as requested.
- be a positive role model as a member of my school community