



Policy on Pre-Recorded and Live Audio/Video Remote Learning – Parents/Carers and Pupils

During this period of remote learning, some teachers are providing pre-recorded video and audio material as an element of remote learning. In doing so teachers take into account the age and stage of the pupils involved. In the coming days and weeks, we will also be trialing limited live plenary discussions with some pupils. We will not be moving to live online lessons as standard – this is not necessarily the best way to deliver home learning, nor is it feasible for teachers to manage with the resources and conflicting responsibilities we have.

In order to proceed safely with the content that we do intend to deliver, we need your support as parents/carers by asking you to read and agree to the policy below. Parents who wish their children to take part in any interactive online sessions that their teachers may be organising will need to complete and submit the online version of this from stating compliance with the policy.

- By agreeing to this policy, pupils and parents commit to not storing, sharing or forwarding pre-recorded lessons or interactive online sessions between teachers and pupils;
- Pupils and parents will need privacy to attend to the session and only the pupil and, in the case of very young children (P1-P3), their parents, are permitted to view the session.
- Parents will not take an active role in sessions unless prompted by teachers and will allow the interaction between teachers and pupils to take its course.
- Pupils and parents should dress appropriately for live-streamed meeting and ensure that the backdrop which will appear on their screen is neutral and has no potential to give rise to embarrassment for the pupil, nor comment which might interrupt the class;
- Pupils and parents will need to be supportive in giving any online session they join their full attention.
- Pupils and parents need to understand clearly that live-streamed meetings, plenaries or lessons must never be recorded nor screen grabs taken.
- Pupils and parents need to understand and accept that any inappropriate or abusive behaviour will result in them having access revoked.
- Pupils and parents should take time to check on the Forge IPS website the various helplines and reporting options which they may need, should any safeguarding or bullying occur in relation to any

aspect of their on-line learning.

This policy is subject to change and review at short notice.

* Required

1. Name of Parent/Carer *

2. Name of Pupil *

3. I agree to the terms of Forge Integrated Primary School's Policy on Pre-Recorded and Live Audio/Video Remote Learning for Parents/Carers and Pupils *

Parents who do not wish to agree to the terms of this policy will not have their children included in groups that may be participating in interactive online sessions. All pupils will continue to receive pre-recorded materials that teachers create but contravention of the policy may result in access being withdrawn.

Agree

4. Date *



Format: M/d/yyyy

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