Online / Remote Learning Behaviour Addendum - February 2021

Working in a National Lockdown means that students should generally be working from home, online, unless they are attending the Supervised Remote Learning facility (formerly Educare) for vulnerable young people and the children of key workers.

In order to keep everyone safe, students need to understand and abide by these straightforward behaviour expectations. These rules apply whether you are working in school or at home, with some slight variations. For example, at home, you are not required to wear uniform.

Students please ensure:

- You attend your tutor session every day. This is a major part of our safeguarding and welfare provision.
- You keep your camera switched off. If you do need to switch your camera on, ensure you are wearing suitable clothing which keeps you covered, as should everyone else at home, if they are likely to be seen on screen at all. (In school, you are required to wear school uniform, and to bring trainers when instructed for PE sessions.)
- You have a neutral background – you can use the background function in Teams if you don't have one.
- You communicate clearly using language which is professional and appropriate, including any family members in the background.
- You only use the school email addresses to communicate with your teacher and staff.
- You should only use your school 'usernames' to access any internet-based learning platforms that are being used for lessons.
- You should not share your username and/or password for internet platforms.
- You should behave as if you are in a classroom at school, following the behaviour expectations, and specific instructions from the member of staff delivering the remote learning.
- You should use the chat and message functions in Teams appropriately during the live session for completing work and not for socialising.

To support, staff will ensure that:

- Live sessions are recorded by the teacher, if appropriate.
- Live sessions only take place on Teams.
- They only use school email addresses to communicate with students and their family members.
- They behave as if they were in a classroom at school, following the behaviour expectations, giving specific instructions to students.
- They use the usual behaviour system of a verbal warning, a warning in the chat and may remove students from the lesson if they are disrupting the learning of others or behaving inappropriately in any way.