



Home School Agreement for Live-streaming and Video Conferencing: Safeguarding Principles and Practice

Staff agree to:

- I will discuss roles and responsibilities with pupils at the outset of all lessons/sessions.
- I will notify the Headteacher, pupil's and parents/carers of any scheduled lessons/sessions, cancelled lessons/sessions or changes in arrangements.
- I will ensure that I keep myself up-to-date with all relevant policies and procedures, including online safety, safeguarding, Internet usage, data protection/GDPR, ICT, ICT incident reporting, information security, IT security, PSN User Compliance, social media policies, EWG Guidance on Social Media.
- I will prevent a one-to-one situation at the end of an online class by disconnecting all participants at the close of the lesson/session.
- I will follow staff guidance document produced by the school.

Pupil's / Parent's agree to:

- I will be punctual for all video-conferencing lessons/sessions.
- I will access the relevant files for each lesson/session in advance and have the materials to hand if this has been specified.
- I will make sure all power adaptors and laptops are ready before the lesson/session begins and are logged into the lesson/session.
- I will show respect for everyone in the online classroom in line with class rules and school behaviour policy.
- I will dress appropriately for all lessons/sessions, thinking about respect for others.
- I will ensure the room I log in from is appropriate and quiet.
- I will contribute to the lesson/session in a positive manner and not be disruptive or rude at any time.
- I will not take or share images/pictures/videos of the session or lesson.