



Remote Learning Code of Conduct for Pupils

DO:

- Join all lessons promptly at the allocated start time.
- Use Google Meet live lessons to support your learning.
- Concentrate as hard at home as you do in class.
- Mute your microphone when you are in the lesson.
Just unmute to talk when you are asked a question.
- Use Live chat to take part in the lesson e.g. answering questions, asking staff for help.
- Avoid any Live chat conversations about anything non-school related.
- Please make sure you are dressed in your day clothes which are suitable for home learning - perhaps wear your school jumper / cardigan to help you "get in the right mood" for learning.
- Make sure you access live lessons in a suitable learning area (not a bedroom).
- Turn your camera off if requested by the teacher (they may need to share that particular recording on Google Classroom, in which case you should not be visible).
- Make sure that only you (and one parent where necessary) are visible on screen.
- Check what is behind you in case there is personal information e.g. photos etc.
- Remember that all lessons are recorded for Safeguarding and monitoring purposes.
- Keep the same background for the duration of the lesson.
- Be polite and respectful to the staff and other pupils
- Be patient if the technology doesn't always work properly.
- Use the "hands up" option if you wish to ask a question during the lesson.
- Respond to Teacher questions.
- Log out promptly to start your independent task straight away.
- Leave the lesson/ meeting as soon as the teacher has finished teaching.
- Remember all of our e-safety learning so that you stay safe online.





DON'T:

- Don't use Google Meet for anything other than live lessons / assemblies, as directed by Academy staff.
- Google Meet is not to be used as a social platform, it is a learning tool only. Pupils are not permitted to use the Google Meet at any other point other than live lessons.
- Don't comment on each other's responses / input.
- Don't rejoin the Google Meet link after leaving until the next lesson's start time.
- Don't ask for, or give out, personal information such as your telephone number, email address or home address during Google Meet or on Google Classroom.
- Don't take, or share, any videos, photos or screenshots of the lessons.

S
Stay Safe
Don't give out your personal information to people / places you don't know.

M
Don't Meet Up
Meeting someone you have only been in touch with online can be dangerous. Always check with an adult you trust.

A
Accepting Files
Accepting emails, files, pictures or texts from people you don't know can cause problems.

R
Reliable?
Check information before you believe it. Is the person or website telling the truth?

T
Tell Someone
Tell an adult if someone or something makes you feel worried or uncomfortable.

© Teaching Lateral
www.teachinglateral.co.uk

SMART tip based on resources from www.thinkuknow.co.uk

