<u>Sandgate Primary School</u>

Remote Learning Acceptable Use Policy

1. I understand that:
   - these expectations are in place to help keep me safe when I am learning at home using Google Classrooms
   - I should read and talk about these rules with my parents/carers.
   - remote/online learning will only take place using Google Classrooms. Sometimes, a virtual tutor may use Zoom.
   - my use of Google Classroom is monitored to help keep me safe.

2. Only members of the Sandgate Primary School community can access Google Classroom
   - I will only use my school provided email accounts and/or login to access remote learning.
   - I will use privacy settings as agreed with my teacher.
   - I will not share my login/password with others.
   - I will not share any access links to remote learning sessions with others.

3. When taking part in remote/online learning I will behave as I would in the classroom. I will be respectful to my friends and teacher, I will use appropriate language and I will not take or record images or content of others. I will not use the chat function unless asked to.

4. When taking part in live sessions I will:
   - mute my video and microphone.
   - wear appropriate clothing and be in a suitable location.
   - attend the session in full. If for any reason I cannot attend a session in full, I will let my teacher know.

5. If I am concerned about anything that takes place during remote/online learning, I will report it to my parent or teacher.

6. I understand that inappropriate online behaviour or concerns about my or others safety during remote/online learning will be taken seriously.

Signed_____

Date _____