

## **Initial Guidance for Students engaging with Remote Teaching and Learning**

- When students are engaging in "remote teaching and learning" through the school Office 365 platform (Teams etc.) - normal school policies apply regarding Behaviour, ICT usage, Anti-Bullying etc. We will forward some more specific norms later.
- Where a student is abusing the opportunity to learn and be taught remotely, they will eventually be removed from the platform after communication with their parents/guardians. Upon our return to school the student's behaviour/actions will be addressed in-line with our Code of Behaviour.
- Where a student is not cooperating, not engaging or messing during an online session they will receive a warning and if this unwanted behaviour continues, they will be removed from that lesson. Their parents/guardians will be informed by the deputy principal.
- Where students are not completing assignments during scheduled class time, i.e. without a teacher online, their parents/guardians will be informed by the teacher/deputy principal. Homework will be addressed in the normal way.
- Unless otherwise arranged by their teacher – students will only have access to their teachers during normal timetable class time.

### Preparations for Remote Teaching & Learning" in MS Teams;

- Camera – Teacher – "OFF" ("On" at the discretion of the teacher).
- Camera – Student – "OFF" always.
- Microphone – Teacher – "On" – while engaging with the students.
- Microphone – Student – "OFF" – unless instructed by your teacher.