Google Classroom Live Lessons

Acceptable Use Rules

Sambourne CE Primary School — *life-long learning - learning for life*

Before your child takes part in any live streaming via Google Classrooms, please read the following 'Acceptable Use Rules'. These rules are in place to ensure that all parents, pupils and staff members know what the guidelines and expectations are for live streaming sessions to make them safe and effective for everyone involved.

If your child takes part in any live streaming sessions, we will assume that you and your child consent to abide by the rules. All staff members involved in live streaming sessions have also read the rules and will abide by the same guidelines.

	Rule	Description
	Be on time	Be ready to join the lesson before the start time.
	Be Prepared	Make sure you have everything you need: access to the uploaded resources; your 'Home Learning' book and a pen or pencil to take notes or complete the learning.
	Mute yourself	When you enter the lesson, click the mute icon. This helps minimise background noise.
	Camera on or off?	Discuss with the people you live with whether you will have your webcam on or off during the lesson. Respect your parents or carers wishes and either turn the camera on or off.
	Behaviour	Behave in a polite and courteous manner with your peers and staff.
	Eliminate distractions	Do your best to sit in a quiet place. Let your family know when you will be taking part in lessons so they can avoid interrupting you. Close all other tabs and windows unless they are needed for the lesson.
	Neat presentation	Consider your background and clothing. Try to sit in a part of the house where people will not be walking through and make sure you are wearing something appropriate for school – no pyjamas!
	Chat responsively	Use the chat option to contribute to the lesson by writing comments and questions that are appropriate and relevant to the lesson.
	Prepare to share	If your teacher asks you a direct question, unmute your microphone and share your contribution with the class.

As with any school rules, if the rules are broken, we will have to consider denying access to this part of our remote-learning package.