



Foundation Phase – Remote Learning Agreement

1. I will ask my parent/carer if I want to use the computer or device.
2. I will only HWB/ websites / programs / apps that my teacher or parent/carer tells me to use and that are safe.
3. If I see something that makes me feel sad or upset, I will tell my teacher or parent/carer.
4. I will ask for help from a teacher or parent/carer if I am not sure what to do or if I think I have done something wrong.
5. I know that the school will check my computer files.
6. I will not upload work or images without the permission of my parent/carer.
7. I know these rules are to keep me safe, if I do not follow them school sanctions will be applied.

Student Name:	
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Signed Parent/Carer:	
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Signed Staff:	
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KS2 – Remote Learning Agreement

1. I will only use ICT systems in school/home, including the internet, e-mail, digital video, mobile technologies, for school purposes.
2. I will only use my school e-mail address and Hwb platform for school related things.
3. I will make sure that all electronic communications with pupils, teachers or others are responsible and sensible.
4. I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use.
5. I will not deliberately browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material, I will report it immediately to my teacher.
6. I will ensure that my online activity, both in school and outside school, will not cause my school, the staff, pupils or others any problems.
7. I will follow the school approach to online safety and not deliberately record/video upload or add any images, video, sounds or text that could upset or offend any member of the school community.
8. I will respect the privacy and ownership of others' work on-line at all times.
9. I understand that all my use of the Internet and other related technologies will be filtered, and can be monitored, logged and made available to teachers, to protect me and others and the integrity of school systems.
10. I understand that these rules are designed to keep me safe and that if they are not followed, school sanctions will be applied and my parent/ carer will be contacted.

Student Name:	
Signed Pupil:	

Signed Parent/Carer:	
Signed Staff member:	

Videoconference Lessons (Primary pupils)

During video calls with your teachers it is really important that you stick to these rules:

1. An adult is with you during the video call
2. You are in either your dining room, living room or kitchen and not your bedroom.
3. You must be dressed and ready – not in pyjamas.
4. Please remember that the video conference is part of school. You must be respectful to staff and other pupils. School rules still apply!
5. Staying safe online – keeping yourself, your classmates and your teacher safe.
6. Do not record or take pictures of your teacher or classmates during you online sessions.

Joining the video call

- Your teacher will send you an invitation to join a meeting on Teams. Which will come through in an email.
- Open the invitation and click on yes.
- Go onto the calendar, you should be able to see the meeting on the calendar.
- Click on Join.
- You will have the option to join in the app or to join using the browser. If you can download the Teams app it works better.