



Code of Conduct for Pupils for Online Sessions on Remote Working Platforms

This code of conduct outlines what we expect of pupils during online sessions.

Much of this echoes our expectations of pupils in lessons when in school and all of it is designed to help pupils gain the most benefit from online learning.

- I will only use the school email for the purposes of online learning and will only browse, download, upload or forward material that is related to my learning and as directed by my teachers.
- I will check the school email, with the help of my parent or carer, to keep track of online sessions and learning.
- During live online sessions my parent/carers will be in the vicinity, either in the room or a nearby room, with the door open.
- I will mute myself on entry to the meeting.
- I understand that online sessions will be recorded but that the recordings will never be made public (outside of our school community)
- I will not take photos of my screen or record online interactions in any way.
- I will make sure that my communication in the online learning environment is always supportive of my learning and the learning and wellbeing of others.

When taking part in an online session I will make sure that:

- * My environment is quiet and free from distractions
- * The background (and foreground) is appropriate (Be mindful of what is visible behind you/in front of you)
- * My 'name' is appropriate.
- * I am suitably dressed (i.e. no pyjamas!)
- * I remain attentive.
- * I communicate in a courteous way at all times to both teachers and fellow pupils. (Remember what we always say about social media, when you type something, 'it's always there and you can't take it back'. So be careful of what you say and write)

I understand that if I break these agreements, the teacher will take action, which may include being removed from the live lesson, and this will be followed up by school staff