



Carleton House

Preparatory School

Pupil Expectations for Remote Learning

MISSION STATEMENT

"We live, love and learn with Jesus"

- I will only use school technology for school purposes as directed by my teacher.
- I will only take part in 'live' streaming if an adult knows that I am doing it.
- I will not reveal my passwords to anyone.
- I will be responsible for my behaviour and actions when using technology (Microsoft Teams and Other interactive applications), this includes the resources I access and the language I use.
- I will make sure that all my communication with students, teachers or others using technology is responsible and sensible.
- I will not share resources or videos created by my teachers with anyone who is not a pupil or member of staff at Carleton House Preparatory School
- I will not record or take photos of my classmates or teachers.
- I will only mute my microphone when asked to by the teacher
- I understand the chat facility can be viewed by the teacher and all pupils and will only use it when asked or for educational reasons.
- I will not share any school content on social media platforms
- I understand that when using Microsoft Teams and other applications provided by the school that my use can be monitored by the Head Teacher and other Senior Leaders.
- I will continue to follow the rules regarding my use of technology as outlined in the school's Live Lessons Acceptable Use Agreement.
- I understand that these rules are designed to help keep me safe and that if they are not followed, school sanctions will be applied and my parent may be contacted.

When participating in an audio or video conference on Microsoft Teams, or any other video conferencing software, remember that this is an extension of the classroom and you should conduct yourself as you would when on your best behaviour in a classroom.

This includes:

- Be on time for your interactive session
- Be dressed appropriately for learning (e.g. no pyjamas)
- Remain attentive during sessions
- Interact patiently and respectfully with your teachers and peers
- Provide feedback to teachers about your experiences and any relevant suggestions
- Video conference from an environment that is quiet, safe, public and free from distractions. Please avoid using a bedroom for video conferencing.
- You MUST NOT record each other's online interactions.