

A 10 Point Guide to Live Lessons for Parents

Background

To ensure that teachers can provide effective remote education we are going to start having more live interactive lessons streamed to students via Google Meet. This guide explains what needs to be done at home to prepare for these lessons.

How will this work?

1. Teachers will notify students that a live lesson is going to take place during a timetabled lesson using a message via Google Classroom. This will include a link to the google meeting. This is also available to parents and guardians if you are also signed up to the google classroom using your supplied email address.
2. For safeguarding purposes, students should join the meeting in a suitable room, free of other distractions and noise. They need to be appropriately dressed. Students must not access the lesson in their pyjamas.
3. If students are unable to join the lesson the teacher will ensure that other suitable activities have been made available. Exam students have been provided with revision guides and it is possible to use an Xbox or PS4 to access the lesson using the built-in browser (even better with a cheap keyboard).
4. Students do not need to have a camera or microphone to join the meeting as they will still be able to see and hear the lesson. If they need to ask questions they can use the chat facility, or use the “raise hand” button.
5. If students do have a camera and microphone, they should join the meeting and mute both unless required.
6. Lessons may be recorded but the teacher will let students know beforehand that this is happening and encourage them to mute their video feed. Recordings will only be kept whilst the recording is useful for students to be able to help them in their studies or until the end of the academic year whichever is earliest.
7. Should the teacher notice any safeguarding concerns they will report those concerns to the school safeguarding lead.
8. Students must follow all the normal classroom procedures and expectations as if they were in school.
9. Students must not record the lesson themselves (for example on a mobile phone)
10. All communication between teachers and students will be via school registered email accounts.