



## Keeping us safe in our online classroom

**These rules are to help keep us all safe, polite and respectful when we are learning together in our online classroom.**

### Children

**Even though we are not in the school building and our classroom, following the rules is still really important so that everyone can learn and feel happy and safe.**

**When you join the online classroom, you are agreeing to:**

- 1. Be dressed and have had something to eat before your lesson – your brain needs fuel to think! No snacks during class just like when we are in school but you can have your water bottle.**
- 2. Never telling people online where you live, your phone number or birthday. This keeps everybody safe!**
- 3. Have some paper and something to write with (school can help with this if you've run out!)**
- 4. Join the classroom at the time your teacher says and be ready to learn.**
- 5. Have a grown up or older brother or sister help you to join the classroom as this can be tricky sometimes.**
- 6. Have the iPad or computer set up in a room that is a shared space such as the kitchen or dining room away from the noise of the television for example. (No bedrooms please – we don't want to see how messy these are!)**
- 7. Use the emojis (your teacher will show you these) to show that you want to talk or to put your hand up – no talking over each other, just like our classroom!**
- 8. Only use the chat function if your teacher allows you too. This is a bit like chatting in class when you are allowed to talk about your learning.**
- 9. Use kind words to your friends to help them and encourage them. Just like school, your teacher can ask you to leave the classroom if you break this rule.**
- 10. Try your best and give your activities a really good go – we are proud of every effort you make!**
- 11. If your grown up is joining you for the activities (they are allowed), help them with the learning as it's been a while since they were at school.**
- 12. If you need the toilet, please let the teacher know but be as quick as you can.**
- 13. When the lesson ends, remember to say goodbye to everyone and give them a wave and a smile!**

# H O M E : S C H O O L A G R E E M E N T



## Parents

**You are warmly invited to join in with your child's online activities to help them with their learning and to help them reconnect to their friends and school.**

**By allowing your child (and you) to join our online classroom, you are agreeing to:**

- 1. Make sure your child has eaten before they join the lesson so that growly tummies are not a distraction for them. No snacks during lessons please but please provide a drink, ideally in a water bottle (we are suggested water bottles rather than glasses to avoid water spilt on electrical equipment).**
- 2. Provide them with paper and pencil. An exercise book might be a better option so they can keep all of their learning in one place, such as the one provided by school. The school can provide equipment if needed – please ask so this can be arranged.**
- 3. Be prompt to the activity with your child ready to learn. If they are worried, anxious or shy, which is perfectly understandable, try to reassure them and if you are able to stay for the whole session, this may help. There is no need to attend if they are unwell. If your child is not able to attend a session please email to let us know.**
- 4. Help them to join the session using MS Teams or Zoom. We appreciate that many of you are working from home and may not be able to join the whole session. However, if you can join for the beginning to help settle them this would be much appreciated.**
- 5. Set your child up in as quiet a space as possible away from the television or siblings, if at all possible, avoiding bedrooms please. We would also advise a neutral background; if this is not possible, please choose one from the online platform options.**
- 6. Remind your child how to stay safe online by never sharing any personal information e.g. address, phone number or date of birth.**
- 7. Encourage your child to have a good go at the learning. This is a strange time for them and we want to reconnect them to school so it is important that they do not feel stressed or anxious. Please do not be anxious yourself about your child 'being behind' as all children are in the same position.**
- 8. Encourage your child to take turns and remember to use kind words to their classmates.**
- 9. Ask any questions to the teacher you are not sure of! Every day is a school day, even for adults!**
- 10. Just like when we were all together in school, we expect all parents to be kind and respectful to all children and adults, including the teacher. They are trained professionals, working hard, in strange circumstances to try and help your child. If there is something you are not sure of, please ask the teacher by using the emojis or the chat function. Please be aware that the teacher is the host and you will be asked to leave the session if your behaviour disrupts the harmony or safety of the session.**
- 11. When the lesson ends, please ensure your child has said goodbye to their friends, thanked the teacher and logged off correctly and safely.**
- 12. Encourage your child to take part in any follow up activities that the teacher sets but remember, don't force it – all children need downtime.**

# H O M E : S C H O O L A G R E E M E N T



## Teachers

We miss you all and even though we cannot all be together yet, we hope that you will enjoy our online classroom and find it fun. As your teacher, I am going to:

1. **Plan activities that are fun and enjoyable. There will be lots of games and a chance for us to laugh together so bring your best smile!**
2. **Make sure that I am ready for our sessions and have all of the things ready that I will need to help you learn.**
3. **Make sure that I give you and your adult at home, time to get any special things we may need for a lesson. For example, if we are practising counting and we can't use our bead strings (unless you have one at home!), I will let you know so that you may get some Lego, pasta or beads to count.**
4. **Our live sessions will always take place within school time.**
5. **Help you to remember how to take turns – it's been a little while since we have all been together and so you might have forgotten!**
6. **Give you whatever you need to help you record your learning. This might be paper, a book to write in or a pencil – your adult just needs to ask!**
7. **Teach you in small chunks at first so that we get back into learning together. Remember learning is not a race!**
8. **Help you to use any buttons or emojis in our online classroom to help you to take part and make the most out of the session. Remember, any chat options are only to be used when I say – exactly like when we are in class!**
9. **Make sure that everyone follows the rules. Just like in class, we use our kind voices, take turns and encourage each other. In our online classroom I have some special buttons that I can press if you forget the rules to help you remember, for example, the 'mute' button.**
10. **Set some extra activities that you might like to do after our lessons.**
11. **If your adult is learning with you, I am going to help them as well so that they learn with you – you can be teacher!**

Signed

Child: .....

Parent/Carer: .....

Teacher: .....

Date: .....