



# Code of Conduct - Live Learning

## To be read in conjunction with the IT Acceptable Use Policy

**During live lessons via Microsoft Teams students must follow these expectations:**

### **Attendance - Children must:**

- Attend the live lesson promptly as per given timetable. The teacher will issue a 'meet now' just before the meeting time.
- Give notice in advance, to our front office team if your child cannot attend and state the reason.
- Return to school with their homework book showing the completion of any set tasks.

### **Behaviour - Children will maintain the high expectations of Avonwood Primary School by:**

- Trying their best to complete all work at home to a suitable standard.
- Keeping microphones muted unless requested by the teacher.
- Children should wear appropriate clothing for a day at school and be sat at an appropriate location (e.g. suitable backdrop).
- Requesting clarification, asking questions using the hands up function and await their turn to respond. When answered lower the hand function.
- Be respectful of all those involved in the lesson

### **Parents – Parents must support learning online by:**

- Try their best to engage in successful home learning.
- Supervising and monitoring their child nearby.
- Refraining from talking to the teacher live in the lesson unless requested to do so.
- Be respectful and considerate to the teachers and this new way of teaching.
- Supporting your child to be punctual and engage in learning.
- Using traditional communication routes for feedback, comments or concerns.

### **Disciplinary Procedure**

In the unlikely situation that a child is not behaving appropriately online the following action will be taken:

- We will work closely with parents to resolve issues together.

- Any child not behaving in accordance with the expectations as stated above will be given a warning of removal from the live lesson by the class teacher, at an appropriate time the teacher will ask to speak to the supervising adult at home.
- If the warning is not adhered to the child will be removed from the lesson and parents contacted at the earliest opportunity.
- Any child not behaving in accordance with the expectations as stated above on more than one occasion will be referred to the Avonwood Senior Leadership team.
- If, after the above escalation's have been enforced and unacceptable behaviour continues the child will be removed from Live Teaching indefinitely.