

Live Lesson Agreement



	Staff Protocols	Parent Protocols	Pupil Protocols
Before the live online lesson	<ul style="list-style-type: none"> • Links to live online lessons through Google Meet will be shared via Google Classroom. • Staff will have a register prepared so that they are aware which children will be joining the live online lesson. 	<ul style="list-style-type: none"> • I will confirm that I have read and understood the live lesson agreement and given permission for my child to attend via Google Forms. • I will support my child to attend the live online lessons on Google Meet provided through Gsuite. • I will familiarise myself and my child with how Google Meets works. • I will ensure that equipment needed is charged prior to the live online lesson and support my child in finding a suitable space to work in that is conducive to learning. • I will inform school via the class email if my child is unable to attend. 	<ul style="list-style-type: none"> • I will have breakfast, get dressed and clean my teeth before my lesson. • I will make sure that I have my books and writing equipment ready. • I will find a nice comfy place to sit without lots of personal distractions e.g. pets, food or siblings. • I will make sure that my device is charged.
During the live online lesson	<ul style="list-style-type: none"> • Staff will follow the structure outlined for live online lessons. • Staff will reinforce expectations of behaviour that they would in the physical classroom, in line with the school's behaviour policy. • Staff will involve each child in conversation and discussion, modelling learning as they would in the classroom. • Staff will only admit children who were invited to that live lesson time. 	<ul style="list-style-type: none"> • I will support the school's behaviour policy, and respect decisions made to remove my child from a live online lesson if this occurs. • I appreciate that this removal could result in this offer being revoked. 	<ul style="list-style-type: none"> • I will communicate politely and thoughtfully, treating others with kindness and patience, just as I would in the classroom. • I will wait for my turn to share my ideas. • I will follow the instructions given by the teacher throughout the live online lesson and ask for help if I need it. • I will not record, take photographs or screenshots of the live online lesson or the lesson content. • I will be responsible for my behaviour and actions whilst using Google Meets. • If I come across anything that upsets me whilst working online, I will report this immediately.
After the live online lesson	<ul style="list-style-type: none"> • Staff will check work submitted and provide feedback inline with the feedback that would have been given in school. 	<ul style="list-style-type: none"> • I will support my child in sharing their work to their profile. • I will ensure that my child does not access Google Meets other than for timetabled live online lessons. 	<ul style="list-style-type: none"> • I will share my work on my Google Classroom for my live online lesson teacher to see. • If I need any help, I will let my teacher know or ask my parents to email my teacher for help.