



# REMOTE EDUCATION CODE OF CONDUCT

<b>Date approved</b>	Advent 2020	<b>Approved by</b>	St Mary's Catholic Voluntary Academy
<b>Review cycle</b>	New policy	<b>Signature</b>	<i>Fionuala Boucher</i>
<b>Due for review by</b>	Advent 2021	<b>Name</b>	Fionuala Boucher

*This policy operates in line with our school mission, Catholic ethos and best safeguarding practice. St Mary's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

Pupils achieve their best when teachers and parents work with each other in partnership. When pupils are based at home, and accessing online learning, our strong home/school partnerships is of vital importance.

## When delivering online learning, teachers will

- Follow the guidance and procedures agreed with school leaders, including in matters related to the safeguarding of pupils
- Uphold all policies and codes of conduct in a professional manner when working online, as would be followed on the school site
- Adhere to the remote Learning Policy in terms of expectations of work, marking/ feedback and pupil/ parent engagement to enable continuity of pupil learning
- Adhere to the policies and additional measures linked to online safety for pupils, including working in an appropriate space and ensuring that others do not have access to communication with pupils online (e.g. others in the home)
- Keep in regular touch with families while pupils are based at home

## When participating in online learning, pupils will

- Follow the school rules, behaviour policy and practices in line with expectations on any other school day
- Be respectful of staff and peers at all times
- Follow instructions related to using the mute, video and response buttons, as directed
- Complete and submit work in a timely fashion, as required
- Work in an appropriate space online within the home (e.g. not a bedroom) and under supervision of an appropriate and responsible adult
- Dress in appropriate clothing (e.g. no nightwear)

## When supporting their children to access online learning, parents will

- Act in accordance with the school codes and procedures, in keeping with adult behaviour on the school site
- Act in a supervisory capacity when pupils are carrying out online learning
- Support pupils' learning while studying at home, including checking that work is completed and submitted in a timely fashion, as required
- Ensure that an appropriate space is accessible for the pupil working online at home (e.g. not a bedroom)
- Communicate with school staff on a regular basis

Child's Name .....

Parent Name & Signature .....

Date .....

Staff Name & Signature .....

Date .....

