



**St Mary's Catholic First School**  
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**Head Teacher: Mrs Paula Fearn**



8<sup>th</sup> January 2021

Dear Parents

We are looking forward to running live sessions on Google Classroom during this period of remote learning. The class teacher has shared information with timings with you, please look on your Google Classroom. Please bear with us...it's the first time we've used the ICT in this way and it's a learning curve for us all! Next week, the live sessions will be for the whole class groups only, guided groups with the teacher will start during the week the 18<sup>th</sup> January. Mrs Bourne will trail the group sessions with her class next Thursday and Friday. We are confident that Google Classroom will provide a fantastic learning platform for live sessions. Also attached is a code of conduct for live sessions for your children to read.

In addition to our school's safeguarding policy, available to view through our school website <https://www.stmarysdorchester.dorset.sch.uk/> we would like to make you aware of the following conditions regarding safeguarding when using online support.

### **Live Teaching School and Home Agreement**

#### **Pupils at Home**

- Pupils' parents/carers will be spoken to at the start of each live session.
- The child should only be seen in a public area of the house. The child is not to be alone in a bedroom, if this were to be the case, the child must be asked to move to another part of the home.
- The child should be appropriately dressed.

#### **Within School**

- All live sessions must and will be carried out using school equipment only.
- Planning and structure of the sessions will be shared with the Senior Leadership Team.
- Live sessions are recorded, however they will be destroyed when school reopens.
- SLT are given permission to view recordings or listen to audio recordings of the live sessions.
- Recordings and notes to be kept in line with GDPR.
- SLT may contact parents/carers to gain feedback regarding live sessions.
- The staff member delivering sessions should be able to be seen and/or heard at all times.



Please click on the link below or in the email and complete the form giving your permission for your child to take part in the live teaching sessions and that you will not record or photograph any of the sessions.

[https://docs.google.com/forms/d/e/1FAIpQLSdXtI5ddEZFQ4oEfhZvqh0kwACv2gx2DiBOFbV5lxiOGOL3Ew/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdXtI5ddEZFQ4oEfhZvqh0kwACv2gx2DiBOFbV5lxiOGOL3Ew/viewform?usp=sf_link)

By ticking the box you are also acknowledging that you agree to the terms and conditions set out above in the Live Teaching School and Home Agreement.

### **Code of Conduct for children for Live Teaching**

We will be following our School Code of Conduct during the Live Teaching Sessions because it is at the heart of our school ethos.

We expect all children to follow our learning characteristics e.g. Go for it Gorilla and our Gospel Values, for example, be kind & be the best you can be. This will mean the following:

Children you must be appropriately dressed

You must be in a public/shared space in your house (not your bedroom)

We would like you to be on mute when you are not speaking

Follow any instructions given by the teacher

Live teaching sessions will have a Lesson Intension and we will be learning. The session is not for chatting with friends!

Teachers will be in touch with parents if there is any issues regarding behaviour or any concerns.

If you have any concerns that you would like to discuss about the live teaching sessions please contact Mrs Fearn. As part of our teaching practice we will be inviting parents and children to provide feedback from the sessions.

Many thanks in advance for your support and fingers crossed it works!

Yours sincerely

*P. Fearn*

Mrs Paula Fearn  
**Head Teacher**