

Online Learning Code of Conduct for Parents.

At Alexandra Park Junior School, we believe that the educational benefits to pupils from access to internet far outweigh the possible disadvantages and as such, we encourage pupils to make use of technology, including educational resources available on the internet.

To safeguard against accidental access to materials which are inappropriate in school, we use a filtered internet service specially designed for use in schools and provided by Oldham LA. All activity on the school's internet, devices and online learning platforms is monitored and anything can be retrieved, even after it has been deleted. However, it is not possible to provide 100% assurance that pupils will not accidentally come across material which would be inappropriate.

Therefore, before they access school's internet, devices, and online learning platforms, we ask that all pupils and their parents read and sign our Online Learning Code of Conduct.

Use of Devices/Internet in school:

I understand that my child:

- Will learn and create online and will also communicate and collaborate with other pupils within their class/the wider school
- Must use only the software/apps/websites that are appropriate for use in school
- Must treat any school's electronic devices and learning platforms with respect and must behave appropriately online
- Must not bring their own electronic devices into school. If they are found with an electronic device without permission, it will be confiscated, and I will be called to collect it

Remote Learning at Home:

I understand that:

- Teachers will set work online through ClassDojo and that it is my responsibility to ensure my child knows what needs to be completed and when
- When accessing online/remote learning, my child must use their devices in communal, family areas, not their bedroom
- My child may have a school ClassDojo account which can only be used to communicate internally with staff and other pupils. They may contact their teacher by sending a note on ClassDojo. Teachers will only respond to work and messages on ClassDojo. Please do not send messages to staff at night and at weekends. Also, staff will not send messages to families out of school hours (after 5pm weekdays and weekends).
- Teachers will respond to emails/comments from pupils during the hours of 8.30am – 3.30pm
- Normal classroom standards of behaviour will be expected and that if these are not adhered to, access to these online learning may be removed.

- My child may, at times, have to attend a Teams assembly, where they can be seen and heard by their teacher and classmates. On these occasions:
 - Appropriate clothing must be worn, including any family members in the background
 - Appropriate language must be used, including any family members in the background
 - The teacher leading the learning will have another member of staff attending the Microsoft Teams lesson, assembly or meeting if delivering from school or from home
- My child must not take screen shots/recordings of the any online lessons/content provided and that that no images/videos of online learning should be shared, either within or outside the Microsoft Teams or ClassDojo.
- Sometimes it may be necessary for a member of staff to arrange a one to one video call with my child. If this is required, prior agreement will be obtained from the Headteacher (Mrs Seabright) or Mrs Griffin (Deputy Headteacher). This will be at a pre-arranged date and time and another trusted adult will be present on the video call.
- I understand that ClassDojo is not a social network platform. It must only be used for educational purposes.
- I must ensure that the household has a stable internet connection to avoid disruption to my child's learning

Code of Conduct Agreement

As a parent or carer, I have read and understood the Online Learning Code of Conduct for Parents. I have also read the Online Learning Code of Conduct for Children and have discussed this with and explained it to my child. I understand that if my child fails to follow the Online Learning Code of Conduct, their individual access to school devices, internet and online learning platforms will be withdrawn, and I will be informed.

Childs Full name:

Class:

Parent/Carer Name:

Please tick:

I agree for my child to be in view of the cameras (or have their camera on) when live lessons are taking place

I do not allow my child to be in view of the cameras (or have their camera on) when live lessons are taking place

Signature

Date:

