



Parent Agreement for Remote Learning using Microsoft Teams Classroom

At Hill Avenue Academy, we fully recognise our responsibility for safeguarding children and young people. The action we take at our school to promote the welfare of children and protect them from harm is everyone's responsibility. As we extend our classrooms online, it is essential that we obtain and secure the full support of parents/carers to ensure all of our children remain safe at all times whilst online. It is for this reason we ask that you read and accept the Terms and Conditions of this Parent Agreement for Remote Learning.

When participating in a video conference on Microsoft Teams Classroom, I understand that:

- It is an extension of the classroom and my child should conduct themselves as they would within the classroom.
- I/We do NOT share my child's School Email address or reveal their passwords to anyone. I understand their school Email is for internal use only and not for sending or receiving emails from outside the school.
- My child's use will be monitored and logged and can be made available to the Leadership Team of Hill Avenue Academy.
- Lessons are recorded by the teacher only in order for this to be forwarded to any pupil who missed the live conferencing.
- My child will only take part in 'live' lessons when an adult is present in the room and supervising them.
- They will be on time and prepared for their interactive lesson.
- They will be dressed appropriately for learning.
- The lesson is conducted from a safe environment that is quiet and free from distractions with a neutral background.
- I/We will be responsible for their and others within the room, behaviour and actions when online, including the resources they access and the language they use.
- My child will interact patiently and respectfully with their teachers and peers
- We/they will NOT record each other's online interactions. If the lesson is to be recorded, this will be done by the teacher.
- We/they will end the session as soon as the teacher indicates to do so and do not stay in the session after the teacher has left.
- We/they will NOT share resources or videos created by teachers with anyone who is not a pupil or member of staff at Hill Avenue Academy.
- We/they will NOT record or take photos of classmates or teachers during a face-to-face session.
- I/We understand that this is not a social messaging facility and I will ensure my child does not post messages to other class members or staff. We/they will NOT share any school content on social media platforms.