

Great Oak Zoom meetings

Code of Conduct



We will be starting Zoom (video call) live lessons for Great Oak children who are accessing remote learning from home from **Monday 18th January 2021**. There will be one session each day, starting at 1pm. The session will last for approximately 20 minutes. You will be provided with the meeting ID and passcode for these lessons in an email from the class teacher.

Keeping our children safe online is paramount. When children are in different locations and coming together, we all have a part to play. Please can you ensure you follow these rules to make this a safe online activity.

Children

- Please be sensible during these live session like you are at school!
- We will mute everyone so you can hear us but we will be showing you how you can unmute yourself so you can respond to any questions from the teacher or if you have any questions.
- Please keep your background set as plain.
- You must be appropriately dresses (school uniform is not required)

Parents

- A parent needs to be nearby during the zoom call to support if there are any technical problems. (We do not need you to sit next to them during the video call)
- Please try and set up the Zoom video call in a family room
- When you join the zoom call, please put your child's name as the display name – the class teacher needs to know who is trying to get in from the waiting room. If we don't recognise the display name, we cannot let you in for e-safety reasons.
- No one is allowed to record or screenshot the zoom call
- The class teacher will record the session for safeguarding measures
- You must not pass on zoom codes/links to anyone to avoid codes falling into the hands of people outside the school community.

To access your child's zoom meeting:

1. Open your internet browser <https://zoom.us/> or download the zoom app.
2. Select join a meeting.
3. Enter your meeting ID and passcode as prompted.
4. To ensure your audio is working always choose the option that uses internet audio.
5. If this is first time joining zoom you will be asked to agree to zoom terms and conditions.

If you have any questions or need any support accessing the live lessons, you can email Greatoak@swainhouse.bradford.sch.uk