St John of Jerusalem
Church of England Primary School

Online Etiquette

As part of our continued effort to ensure that our children are safe and making progress in their online lessons, we would like to ask all families to take the time to read through and discuss the following guidelines.

As parents we ask that you:

1. Check that you have the necessary safety controls and privacy restrictions in place to support keeping your child safe online.
2. Think about a safe and quiet place for your child to learn without any distractions.
3. Treat remote learning as a usual school day - ensure that your child is on time for lessons and suitably dressed.
4. Take time to go through with your child how to access their remote learning e.g. how to use their microphone and camera.
5. Ensure that your child has a suitable device that is charged and ready to access the learning.
6. Have a suitable adult present at all times when your child is learning online.
7. Consider what is in the background when your child's camera is turned on. This could be personal items or others in the background.
8. Think about any background noise that may be heard by others when your child's mic is on. Take time to consider the conversations that could be heard in your home or the noise from television programmes etc.
9. Discuss with your children our continued expectations for good behaviour in lessons.
10. Look after your child's wellbeing and mental health. Encourage them to talk about how they are feeling and ensure they have regular screen breaks.

We ask that parents go through the following guidelines with their children:

1. Be dressed and on time for your lessons
2. Think carefully about your background when the camera is turned on
   - What does your background look like for others to see?
3. Think about what others could hear when you unmute yourself.
4. Ensure that you are focussed on the lesson
   - Eyes watching
   - Body still
   - Ears listening
   - You are quiet
   - You are ready to learn
5. Think carefully about your behaviour online as everyone can see this.
6. Use the chat button sensibly
   - What you type should only be related to the lesson.
   - Think carefully about this as others can see what you have written.

7. Treat others with respect online
   - We take turns when others are speaking.
   - Not making any comments to others that might be hurtful.
8. Look after your wellbeing - discuss how you are feeling with those at home or during your circle time with your class teacher.
9. Enjoy your online learning and try your best to work towards earning an award!