

Google Classroom expectations of children:

The following rules will minimise any risks and will ensure that you will stay safe whilst using. These messages will be reinforced in class, and during use.

Keep your log in details safe and private

Use correct English when typing messages

Comment and reply on the 'stream'. It's polite to respond!

If you don't get feedback straight away, your teacher might be busy, do be patient.

If you see anything that shouldn't be on your screen, do tell your teacher or parents immediately.

Try to show off your best work/writing and maintain the standard of work that would be expected in class (e.g. presentation, layout...)

Feedback via messages

Following Government guidelines on Remote Learning, teaching staff will provide daily feedback to uploaded work. This is done via the 'private messaging' option in the bottom corner submitted work in the form of positive praise, encouragement or advice for next time.

This is a 2-way communication with the teacher and child account. All feedback comments are advised to be done within the working day, and not after hours. Teachers respond when children's work has been turned in, but this may not be instant due to structure of their day/week.

Feedback via live videos (Google Meets)

To ensure quality and impact of feedback as well as support children's mental well-being, class teachers will provide live feedback sessions in scheduled, small group sessions.

Parental permission will be sought before inviting a child to a live feedback session (for those who do not give permission, private messaging feedback will be maintained)

A planned, scheduled timetable of live feedback will be created by the class teacher to ensure purposeful and manageable sessions with an expectation of at least one session for every two working days away from school, but may be more frequent depending on the age, stage and needs of children.

Live feedback video sessions will be no more than half an hour (this length is to factor in connection issues with each group, and getting started)

These sessions can be pre-learning to the start of the day or post-learning in the afternoon to reflect on completed learning. Teachers will invite children to the sessions they believe will be most beneficial.

Children will receive individual schedules via their 'stream' and meet in small groups. Feedback sessions will be kept to a reasonable length for the appropriate age and stage of the children (no longer than 30 minutes), and will take place in normal school hours. The schedule will be arranged to avoid clashes with siblings who may also be isolating and sharing a device.

Conduct during live feedback sessions

During online lessons, staff and children must wear suitable clothing (not pyjamas or offensive slogans) along with anyone else in the house during these sessions. Appropriate language must be used by members of the group and others in the background of any household. Children can be asked to leave if any of this is not followed.

Both parties will ensure the session takes place in a suitable area e.g. quiet space, suitable background, not in bedrooms. Live lessons are recorded for safeguarding purposes. If any issues arise, the video can be reviewed. (It will be stored for one year and then deleted, and in line with our GDPR policy.)

Children and staff should not eat during these sessions to help replicate the learning environment of the classroom as much as possible. Having a drink is fine.

Parents and carers will be encouraged to allow their child to work independently, and avoid sitting next to them and coaching them. They should only offer technical support when required.

If parents/carers have questions, they should use the appropriate private message facility on Google Classroom or email after the lesson which will be replied to in the usual manner by the teacher.