



Dinting Church of England (VA) Primary School

Dinting Vale, Glossop SK13 6NX

Phone: 01457 853371

Fax: 01457 861057

Email: info@dinting.derbyshire.sch.uk

Website: www.dinting.derbyshire.sch.uk

Headteacher : Lynn Elliott

Using Video Conferencing for meetings and lessons – Parents and Carers Guidance for safe use

During the period of school closure there are clear potential benefits of using video conference platforms such as Zoom or MS Teams. These include collaboration and educational interaction between students and teachers.

Students have been issued with guidance to follow to ensure that video conference lessons are conducted safely. Your support for these guidelines is greatly appreciated:

- Students will be provided invitations to on-line lessons via the school email system. Students must not post meeting details or invitations on social media. School staff have been instructed to ensure that any video conference account is linked to their school email account.
- As far as possible please make a safe, appropriate and semi-supervised space available for the lesson to take place in. Students have been told that they must take lessons in a room with an open door and that a parent / guardian or another trusted adult should be in the same premises while the lesson takes place
- Students should not take video conferenced lessons in their bedroom
- Students are asked to work against a 'neutral background' as far as possible – e.g. a plain wall
- Students are required to present themselves as they would if they were in a face-to-face lesson: They should dress appropriately for a school lesson and follow the behaviour expectations that we have in lessons
 - The teacher will record the length, time, date and attendance of any sessions held, but will not record the lesson itself
 - A second teacher will be present in the video conference lesson

Your child's teacher will contact the school's Designated Safeguarding Lead (DSL) if they have any concerns about a student. Examples of potential concerns may include

- a staff member seeing, or hearing, a concern during an online lesson
- a disclosure made by a student in the course of a lesson.



**Artsmark
Silver Award**
Awarded by Arts
Council England



Basic Skills
Quality Mark
10 Year Award

