Live Lesson Streaming Agreement
Ysgol I D Hooson

**** Please sign the agreement and return to school as soon as possible****

If a whole class needs to self isolate, or the school needs to close for a time, we are in the process of setting up live lessons for pupils through the use of Google classrooms or Microsoft Teams. Before we invite your child to the lessons, you and your child will need to read and accept the conditions below. A time table for the lessons will be shared with you. The lessons will be delivered using the Microsoft Teams app or Google classrooms that is accessed through your child's Hwb account. If you have any questions, please contact the school.

Please read and sign the following:

I agree to:

- be punctual for all lessons and log into the session before the start time
- make sure I have any resources I need ready at the start of the lesson
- make sure all power adaptors and laptops ipads/equipment are ready before the lesson begins
- show respect for everyone in the online classroom – class rules still apply.

I understand that I must use appropriate language as I would when I am in the class in school

- dress appropriately for all classes, showing respect for others
- ensure that the location I log in from is appropriate, (use the kitchen, living room or study). I will also consider the background and camera angle
- contribute to the class in a positive manner and not be disruptive
- not share any images of the class
- use Welsh to communicate, unless it is an English lesson
- take turns to speak. I will mute my microphone if there is background noise.

Child's name _____ Class _____

Signature (Child) _____

Signature (Parent) _____

Date _____

Ysgol I D Hooson

October 2020

Dear Parents,

If a whole class needs to self isolate, or the school needs to close for a time, we hope to set up live lessons for pupils on Microsoft Teams or through Google Classrooms. Before we invite your child to the lessons, you and your child will need to read and sign the attached form which states the conditions of the lessons. If you do not sign and return the agreement, we will not be able to invite your child to any live lessons that will take place.

If the situation arises when we have to use live streaming lessons, a time table for the lessons will be shared with you. The lessons will be delivered using the Microsoft Teams App or Google Calssrooms that is accessed through your child's Hwb account. We will be teaching the children in school on how to access sessions. If you have any questions, please contact the school.

Please keep this letter safely so you can refer back to the rules.

Live Streaming Lesson Rules

- Be punctual for all lessons
- Log into the session before the start time
- Make sure you have any resources you need ready at the start of the lesson
- Make sure all power adaptors and laptops/ipads/equipment are ready before the lesson begins
- Show respect for everyone in the online classroom – class rules still apply.
- Use appropriate language as I would when I am in the class
- Dress appropriately for all classes
- Ensure that the camera location is appropriate
- Consider changing the background screen
- Contribute to the class in a positive manner and not be disruptive
- Don't share any images of the class
- Use Welsh to communicate, unless it is an English lesson
- Take turns to speak and mute the microphone if there is background noise.