**Agreement between Home and School for Live On-line Sessions**

**Teachers agree to:**

* Discuss expectations with the learners and adults at the beginning of every session, including that the session is being recorded
* Notify the SLT, learners and parents/carers of any scheduled sessions, cancelled sessions or changes in arrangements
* Ensure they keep themselves up to date with all relevant policies and procedures, including on-line safety, safeguarding and data protection policies
* Prevent any 1:1 situation at the end of the session

**Learners agree to:**

* Be punctual for all sessions
* Have any prepared materials to hand
* Make sure they have laptops ready and are logged in and fully charged
* Show respect for everyone in the online classroom
* Dress appropriately for all classes, thinking about respect for others
* Ensure the log in location is appropriate. It needs to be in a public place in the home, parent/carer present and change the ‘background’ setting
* Seek to contribute in a positive way and not be disruptive at any time
* Not share images of the class

**Parents & carers to:**

* Adhere to expectations set out by the teacher
* Be present for the whole session
* Support the learner in following the agreed code of conduct