

## **Remote Working Behaviour Agreement**

January 2021

Remote working is one part of our Academy's provision. This is delivered using online tools, such as Class Charts and Microsoft Teams to support students accessing their education. Students will follow their usual timetables. We will be using a blend of approaches to learning incorporating live 'on demand' lessons and live 'real-time' lessons.

For remote working to be successful, we need to ensure that all students are parents/carers are aware of, and agree to, the Remote Working Behaviour Agreement outlined below.

This agreement sits alongside the Academy's Behaviour Policy and is developed with the aim of providing the best teaching and learning possible for our students, whilst at the same time protecting our staff. It is essential that all parties are respectful of each other and that the use of such technology does not become an invasion of privacy.

By accessing any 'on demand' material or 'real-time' lessons, you and your son/daughter are agreeing to the Remote Working Agreement below. We ask that you discuss this with them.

### **Parent/Carer Agreement**

I / We agree to support the teaching and learning strategies and use of online content, videos and live communication by discussing and reinforcing the expectations identified below. I / We have read the 'Student Agreement', 'Remote Working Behaviour Agreement' and 'General Learning Expectations' below and understand that these are important for the safeguarding of all parties. I understand that any breach of these agreements/expectations will lead to sanctions and in the event that videos are taken and placed on social media could lead to a range of sanctions.

### **Student Agreement**

I confirm that I have read the 'Remote Working Behaviour Agreement' and 'General Learning Expectations' below and agree to adhere to it in order to enable teaching staff to make the best use of technology, to provide purposeful and engaging learning. I understand that any breach of this agreement will lead to sanctions and in the event that videos are taken and placed on social media, this could lead to a range of sanctions.

### **Remote Learning Behaviour Agreement**

#### **Where a teacher uses a recorded video, audio recording or shares their screen to support learning.**

I agree that I must never use some or all of this material for any purpose other than my own learning. I will never place any part of a teacher's video or audio file on any on-line platform or social media platform.

I will not record any part or whole of a live video or pre-recorded lesson.

I will not edit any part or whole of a live video or pre-recorded lesson.

I understand that my teacher may be recording or delivering the lesson from their own home and that I should be respectful that this is their private space and is not a subject that should be discussed with them or with others.

## General Learning Expectations

I understand that the normal high expectations of behaviour are expected of me.

I understand that I should be ready to learn - appropriately dressed, focused, and with all my equipment. I agree that all of my interactions and engagement will be focused, polite and respectful at all times.

I agree that messages that I post on Microsoft Teams or any other platform are the same as verbal communication in school and should always be positive, polite and respectful.

I understand that all messages posted on Microsoft Teams are recorded and will be monitored.

I agree to always interact with any other learners in a polite and respectful manner.

I agree that I will always complete the work to the best of my ability and that I will work to the normal expectations of the academy's Behaviour Policy in all interactions and the effort that I apply to my learning.

If I am removed from a lesson by a teacher, I will not be permitted to re-join the class until the teacher or Head of Achievement has spoken with my parent/carer.