

Video calling expectations in the event of a whole school closure

This is to inform you of our arrangements for video calling provision, in the event of a whole school closure at Cotteridge Primary School.

Detailed guidance on Remote Learning can be found on the school website in the Parents' section. This includes details about how to access BGfL and the daily TEAMS call. For a copy of this remote learning guidance, please click on the link below.

[Guidance in the event of school closure](#)

As safeguarding is such an important issue in education, I am outlining expectations of how video calling and online lessons must work:

1. A responsible adult is present at home throughout the call. For older children, they do not necessarily need to be continuously in the room but parents should be within earshot throughout.
2. Parents should be there at the start and end of the call.
3. Most calls will be at 9am but in the event of a multi class or whole school closure, these daily calls will be staggered. We ask that children are promptly available for the call.
4. Lessons must take place in a suitable area of the house, such as in a communal part of the house (not a bedroom, for example), with the door open.
5. The camera should be on and the microphone off. The 'camera on' guidance is in line with DfE recommendations.
6. The pupil must be appropriately dressed for a learning call with their teacher and peers.
7. Video calls must not be recorded by either party.

I hope this is clear, but please get in touch with me if you would like to discuss it further.

Mrs Tucker

Assistant Headteacher and DSL