

Waverton Primary School - Google Meet Protocol

The purpose of Google Meet calls can include:

- regular face to face contact with the children
- allowing teachers to share learning overviews with the children
- checking in on children's learning and wellbeing
- sharing stories with the children
- answer questions from the children
- lead short teaching sessions with the children
- explain tasks to the children

Please Note: These sessions are for children, not adults/parents. When your child is accepted into the chat by the teacher, there are guidelines we all must follow to keep everyone safe.

Students	Parents
<ul style="list-style-type: none">• join the lesson at the given time and not before• leave the lesson when asked• keep your microphones muted unless asked to unmute by the teacher• have your camera turned on• focus on the content of the lesson• ask questions in the comment box• only comment on the lesson content using appropriate language• wear appropriate clothing• work in a suitable quiet environment in a shared part of the house, not in bedrooms• ensure you have a neutral and appropriate background (no other siblings or other family members in the background)• complete follow up tasks and turn in• should not record or capture any part of the lesson• if you do not follow the rules, you will be removed from the lesson and your parents will be contacted	<ul style="list-style-type: none">• have responsibility to ensure the children follow the correct protocol• please help your child set up and access the Google Meet lesson• please make sure your child is ready a few minutes before the lesson• please ensure your child is appropriately dressed• please ensure it is only the child who is contributing to the lesson• do not record or capture any part of the lesson• if you have any questions or queries, please contact the teacher via the class email• if the rules are not followed, children can be removed from a lesson and school will contact you