

Advice for Live learning sessions

Considering school closures and the need to provide distance learning for pupils please consider the below additional safeguarding measures alongside your settings IT/online learning policies.

If using live links to pupils at home

Within School

- All live lessons must be carried out using school equipment only.
- Ensure all live lessons are recorded. (If possible)
- Ensure a clear timetable of each online session is completed, detailing:
 1. Each pupil and the teacher they interacted with,
 2. The content of the live lesson
 3. The time it started and finished
 4. Details of the parent/carer spoken to
 5. Where in the home the child was when receiving the learning lesson
 6. Any issues that arose during this session
- The room used to deliver these learning sessions should be accessible, i.e. the teacher should be able to be heard and seen.
- The senior Leadership team should ensure online lessons are appropriate by;
 1. Being aware of the content
 2. Dropping into the classes throughout the day (unannounced)
 3. Viewing a cross section of recordings
 4. Gain feedback from the Parent/ carer and child after each live link

Pupils at Home

The pupils parent/Carer should be spoken to at the start of each live lesson to confirm the following:

- The child is in a public area of the house
- The child should be appropriately dressed
- The child is not alone in a bedroom, if this is not the case the child must be asked to move to another part of the home
or if the parent is staying with their child they can remain where they are for the duration of the live lesson

If you have teachers working at home and offering lessons can we advise that they do so via school websites as this will allow you to ensure the lessons are appropriate.

Lesson plans for home working should continue to be in place to allow the HT to monitor work and who is carrying sessions out.

Emails to parents should be sent out asking them to agree to live sessions which includes a safeguarding sentence regarding safe working at home and who to report any concerns to.

Ann Shaw & Louise Dodds Safeguarding and Standards Advisors.
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