



CHATHAM & CLARENDON GRAMMAR SCHOOL

Home Learning Policy

Agreed by Governors: July 2020

Chatham & Clarendon Grammar School is currently operating in response to the Coronavirus in a fundamentally different way to how we would normally. However, our safeguarding principles in accordance with 'Keeping Children Safe in Education' (KCSIE) 2019, remain the same.

Teachers and students will engage with our home learning provisions via online workshops in-line with existing behaviour principles as set out in our school's behaviour policy and code of conduct.

Teachers and students will ensure a professional environment is maintained during all online activity.

Teachers and students should remember that all activity on school online accounts is logged.

All online workshops will be held in a safe and appropriate place with no bedrooms or inappropriate objects/personal information visible.

All participants will wear suitable dress, use appropriate and professional language, and ensure backgrounds of video feeds are neutral and appropriate.

Where possible, other household members should not be in the background or shot; if this is unavoidable, they should follow appropriate language and behaviour expectations.

Teachers will:

- Record all their online workshops with students so they can be audited or accessed later if required.
- Be the only member able to accept invitations from students or teachers requesting to join the workshop.
- Revisit Chatham & Clarendon Grammar School's acceptable use of technology agreement with students as necessary.
- Mute and/or disable students' videos and microphones, as required.
- Staff can invite another member of staff to be in the lesson as both a safeguarding measure and as a means of monitoring student behaviour
- If you notice a participant in your workshop that you have not invited then you must remove them from the meeting and then report the incident to ICT support. (staff might need training how to do this)

Students must not:

- Remove or mute other students in an online workshop.
- Record or screenshot content from an online workshop.
- Share content from an online workshop via any means, including social media.
- Use inappropriate language at any point in a workshop, whether verbally or in type.
- Students should be aware that all sessions are recorded and can be retrieved to investigate any inappropriate behaviour online.
- Students and parents should be aware that if any inappropriate behaviour or flouting of the above rules will lead to a sanction which could be, but not limited to, the following: removal from the workshop by the teacher, removal from future workshops in that subject area for a period of time, removal from all workshops for a period of time. In the most extreme cases your school account will be suspended.

All teachers will look out for any signs that indicate a child may be at risk online and will report and respond to concerns in-line with the Chatham & Clarendon Grammar School's Safeguarding and Child Protection Policy COVID-19 addendum, available on our website.

Students are encouraged to report concerns to a member of staff or a trusted adult at home. Where this is not possible, additional support can be accessed online via:

- o Childline: www.childline.org.uk
- o UK Safer Internet Centre's 'Report Harmful Content': <https://reportharmfulcontent.com>
- o National Crime Agency Child Exploitation and Online Protection Command (NCA-CEOP): www.ceop.police.uk/safety-centre

Parents/carers are encouraged to ensure children are appropriately supervised online and that appropriate parental controls are implemented.