



HEADLANDS SCHOOL
SINCE 1965

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12 October 2020

Headlands School 'Remote, Online-Learning' home-school agreement

Dear Parent/ Carer

We recognise that, during COVID-19 restrictions, school-absence can be challenging and present a range of difficulties for families across our community. In the event that your child's class is required to learn from home, Headlands School will provide them with education online. This can take the form of:

- Lessons being set via Google Classrooms
- 'Live learning support sessions' - i.e. remote, online face-to-face support via Google Meet

This Home-School agreement is designed to make sure students, parents/carers and staff are fully aware of their roles and responsibilities. It is also linked with the ICT usage agreement for students which you have also been provided with.

The statements below outline what students, teachers and parents/carers should do when engaging in remote, face-to-face, online-learning:

Students will:

- be dressed appropriately for the session and *not* use their bedroom to participate in the lesson. Students will wait in the online meeting room with the camera and microphone switched off until at least one other student joins the meeting and the teacher begins the support session.
- behave appropriately, responsibly and sensibly, in line with the school's behaviour policy;
- not record or take photos of classmates or teachers during a live session; - follow the home-school agreement and the ICT usage agreement for students.

Headlands School teachers:

- will read an online-learning statement at the start of each session and register students that attend the session
- maintain professional standards at all times, following the school's remote, online-learning policy
- set tasks and provide feedback to students online via Google Classroom

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- will, in the event that classes are required to be at home for longer than seven working-days, provide 'live learning support' sessions via Google Meet in line with your child's timetable. This would be an opportunity for your child to receive live, video guidance and support on the work provided on Google Classroom
- Will direct your child to any further support they may need from the school.

Parents will:

- support their child to access online learning
- follow the home-school agreement and support their child in following the ICT usage agreement for students.

Guidelines for using 'live learning support sessions' via Google Meet

When using Google Meet, students and parents should remember that this is an extension of the classroom and students should behave appropriately, responsibly and sensibly, in line with the school's behaviour policy, as they would in a real classroom. This includes:

- Working in a place that is quiet, safe and free from distractions (not a bedroom) and being dressed appropriately for learning
- Remaining attentive and alert during sessions
- Interacting patiently and respectfully with teachers and peers
- Providing feedback to teachers about their experiences and any relevant suggestions
- Making sure that they leave the session as soon as the teacher indicates that they should do so

A Remote, Online Learning Home-School Agreement form is enclosed with this letter. Please read this with your child, sign it and **return the slip to Student Services**. If you do not sign and return this to school, your child will not be able to take part in Live Learning Support sessions on Google Meet/Classroom.

Yours sincerely

S Bone

Mrs S Bone
Headteacher

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Headlands School - Permission and agreement form

Child's name: _____

Year Group: _____

Home School agreement:

In signing below, both you and your child agree to the remote, online-learning statements written within this letter.

Child's signature: _____

Parent / carer signature: _____

Live Learning Support permission:

In signing below, you agree to your child participating in Live Learning Support sessions. Without this consent, your child will not be allowed to participate in these sessions:

I do/ do not (please circle) give permission for my child to participate in Live Learning Support sessions.

Parent / carer signature: _____


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