

AUP for Remote Learning

Principles

- We are aiming to continue to provide an excellent education to all of our students
- Interacting with each other on-line is no different than interacting face-to-face: we are required to maintain the principles of respect, dignity, prudence, concern for and protection of others, and safety in all interactions

General Conduct

- Students must conduct themselves in the same way they would in school
- Language, both spoken and written, should remain appropriate and suitably academic
- We continue to expect the highest standards of politeness and integrity from our students
- We expect students to access their full curriculum as much as they are reasonably able to
- We expect students to meet all deadlines set by staff for the submission of work unless affected by illness or other extenuating factors
- Students must respect the privacy of others and so must not share photos, videos, contact details, or other information about members of the school community, even if the content is not shared publicly, without going through official channels and obtaining permission

Conduct in 'Live' Lessons (Meetings)

- Meetings will only occur with a minimum of three people present, including at least one teacher
- Students may join any Meeting occurring in their normal class Team
- Students must leave a Meeting when instructed to do so
- Staff will advise students of when Meetings will occur in advance, where possible this will be in a normal lesson slot
- Staff will record Meetings and share videos of them in Teams as much as is possible
- Students should only enable microphones with teacher permission
- Students should be mindful of the appropriateness of possible background sound when using their microphone
- Meeting text chats should only be used for learning conversations as directed by the teacher; these chats are logged within Teams
- Student webcams will be disabled as a default setting but may be enabled at the request of staff to support learning in a specific area such as spoken languages
- When a teacher/pupil is using their camera they must:
 - Use an appropriate room – never a bedroom (except when it is spare room/child's room that doubles as an office.)
 - Blur the background where possible using the video settings within the meeting
 - Always wear appropriate clothing

Use of Shared Resources

We expect that all resources shared by members of staff are only used as directed and on the platforms provided by King Henry VIII School. In particular, if resources are shared, including audio and video, students must not:

- take screenshots
- share content outside of the Team
- record any part of a lesson or video
- post any content on to another site/platform
- share any of the resources outside of the school

Sanctions

- Teachers will report unacceptable behaviour to Heads of Year and Senior Staff
- In the event of unacceptable conduct we will continue to use a 'stepped approach' to sanctioning behaviour. This may include:
 - removing students from live Meetings
 - limiting student contribution rights in Teams
 - removing student access to live Meetings
 - removing student access to any/all shared resources
- Upon our return to normal school life sanctions may be administered in light of student conduct during our period of closure