



## St John Fisher RC Primary School

### Zoom Statement

**In unprecedented times, at St John Fisher RC we will use Zoom as a platform to host a meeting with each class once per week/day.**

**Zoom** is a web-based video conferencing tool with a local, desktop client and a mobile app that allows users to meet online, with or without video. **Zoom** users can choose to record sessions.

**Pupils under 16 are not eligible to sign up for Zoom at this time, however they can join a meeting/class setup by a teacher with an account with a parent/adult present.** Therefore, parents are taking the responsibility for their child if they sign onto the meeting.

An invite will be sent to the email address that we have on record in school (this is the email address that all Newsletters, letters etc. are sent to) Please ensure that your username that will appear on screen is appropriate to be shared with children.

#### **Zoom Class Meetings**

Parents must ensure that ground rules are in place so that the children have a good understanding of how the sessions will be organised and run:

**All Zoom class meetings will be hosted by the class teacher or member of SLT and held in each year groups classroom. Each meeting will be recorded.**

- Teachers will state at the beginning of the meeting how long the meeting will last for.
- Teachers will read out a safeguarding reminder to parents about not recording on mobile devices the meeting and sharing this on social media.
- Children will not have mobile phones with them during the session.
- Language must be appropriate, including any family members in the background.
- Children must wear suitable clothing, as should anyone else in the household.
- Children are expected to sit properly and to stay engaged for the session.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred where possible.
- An adult should be present at all times. No other member of the household is to be present on screen, but they should be nearby if a problem should occur.
- Live meetings will be recorded by school so that if any issues were to arise, the video can be reviewed. These will be kept to a reasonable length of time.
- Staff will record the length, time, date and attendance of any live sessions held.
- Link and passwords for meetings will only be shared via an email to parents and should not be shared with others.
- Pupils must rename their participant name to their first name. Children will only be admitted using a recognisable and appropriate name. We ask parents to supervise this and help their child join the meeting, so that teacher is aware of presence of adult.

- Teachers will be in control of the meeting; they will mute all children to begin with, and will unmute when needed. This is to ensure that all children are given an opportunity to speak, if they want to, and to cut down on background noise within the meeting.

**Thank you parents for your continued support and for ensuring that all rules will be adhered to during all Zoom meetings. If rules are not kept then we will remove children from the meeting.**