



## Behaviour Policy Update– Online Learning

### Students' Guidelines and expectations for Online Learning

- ***All video calls must be done in a public place for the student such as a kitchen not a bedroom***
- ***Students do not have to wear School uniform but must wear appropriate dress***
- ***Students should have a pen and a piece of paper***
- ***No phones are allowed during the video call (unless being used to access Google Classroom as the only device)***
- ***Your Teachers will be recording the video call and students will be made aware of this at the start of every session***
- Your Teacher may turn off your camera and microphone access in order to deliver information to the group effectively
- Students must not speak unless spoken to directly. Students cannot speak over each other. Teachers will direct any questions to a student.
- The host (Teachers) will be able to remove members of the Meet at their discretion
- Only your Teachers will be able to invite attendees and host meetings via Google Classroom
- You will not be able to start or continue with a Meet if your Teacher is not present
- The usual behaviour standards and attitude to learning are expected
- ***If you have a safeguarding concern about yourself or someone else you should either email [safeguarding@stcuthberts.com](mailto:safeguarding@stcuthberts.com) or alternatively telephone School on 01744678123***

\*\*The bulletpoints in ***bold italics*** must be shared by Teachers with Students at the start of all online sessions. The table below outlines some of the behaviours, issues or problems which may occur during Online Learning, the expectations of students and actions to be taken. This not an exhaustive list but provides some examples to prepare for. Please be aware that this document should be used alongside existing safeguarding and behaviour policies and updates.

What is the issue/problem?	What are students expected to do?	1 <sup>st</sup> Action	2 <sup>nd</sup> Action due to failure to comply (if necessary)
Students do not engage with online learning (Not present)	Engage with timetable provided for online learning showing a good attitude to learning. Complete tasks set via google classroom. Attend google classroom Meets	Reminder emails/ texts/ notifications Monitor and keep records of attendance	2 <sup>nd</sup> reminder sent. If no engagement refer to Curriculum Leader who will liaise with HOY. HOY will then liaise with parents/carers
Student does not properly engage with online learning session	Students are expected to engage with tasks, respond to questions and display a positive attitude to online learning	<b><i>**Reminder to staff that some students will initially find the process and environment overwhelming and may need some time or encouragement to engage</i></b> Try to encourage students possibly to engage through questioning	Monitor during next session





What is the issue/problem?	What are students expected to do?	1 <sup>st</sup> Action	2 <sup>nd</sup> Action due to failure to comply (if necessary)
Student does not have the correct / appropriate equipment	Students should have a pen and paper for each online session	Reminder to student of the guidelines and time given to obtain equipment	Reminder of expectations for next session
A student disrupts the session through shouting out / constant talking over teacher or other students	Listen to the teacher instruction, stay on task and maintain positive ATL	Reminder to students of the guidelines set out for online learning. Opportunity for students to correct behaviour	2 <sup>nd</sup> reminder. Failure to comply to result in removal from the Meet, recording of incident and referral to CL /HOY
Use of mobile phone	Students are not to use mobile phones during online learning unless this is the device they are using to access the learning	Verbal warning to remind the student of the protocol	2 <sup>nd</sup> reminder and informed if they continue to break protocol they will be removed from the Meet
A student videos a session with another device	Students to behave safely and adhere to guidelines set out relating to online lessons	Student to be removed from the meet	HOY and safeguarding team to be informed
A student tampers with settings/meet features that do not comply with guidelines	Student to comply with guidelines set out for online learning and respond to teachers instructions	Student to be removed from the meet	HOY and safeguarding team to be informed
A student behaves disrespectfully in the session towards the teacher or another students	Student to comply with guidelines set out for online learning and respond to teachers instructions	Reminder to students of the behaviour standards expected and opportunity to adapt behaviour	Removal from the online learning session and referral to CL/HOY. Parents/carers may be contacted
Students are in a setting that not appropriate such as a bedroom. Students are not dressed appropriately.	Students should be in a public place for video meets. Students should be dressed appropriately	Reminder to comply with student guidelines. Video to be switched off to enable student to correct and comply	If student does not comply removal from the Meet and immediate referral of safeguarding concerns relating to this incident following procedures outlined in staff guidance.
Students present a safeguarding concern, either themselves or someone else	Students to ensure their own personal safety and the safety of everyone else in the learning environment	Log key information and refer immediately following safeguarding procedures outlined	

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