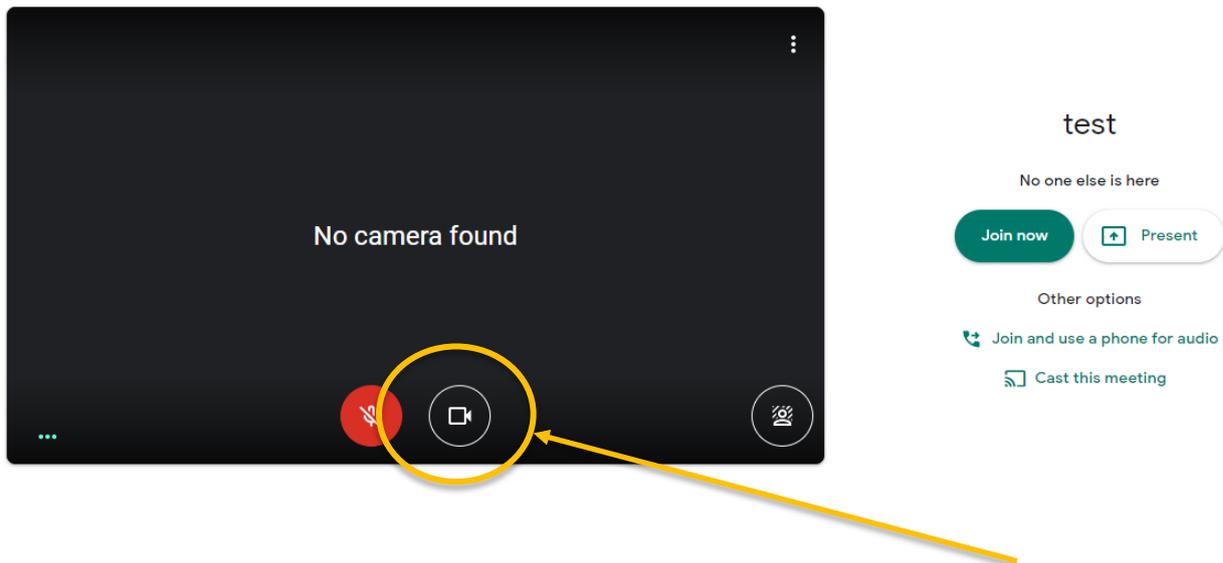# Live Lessons Protocol
Student Guidance

As part of our commitment to supporting remote learning, we will be delivering live lessons from Tuesday 5th January 2021. This is to ensure that you, as students, have as much support as possible when you cannot be in school. It will allow you to listen and watch staff explanations and modelling, as well as being able to have teacher support online when you need it.
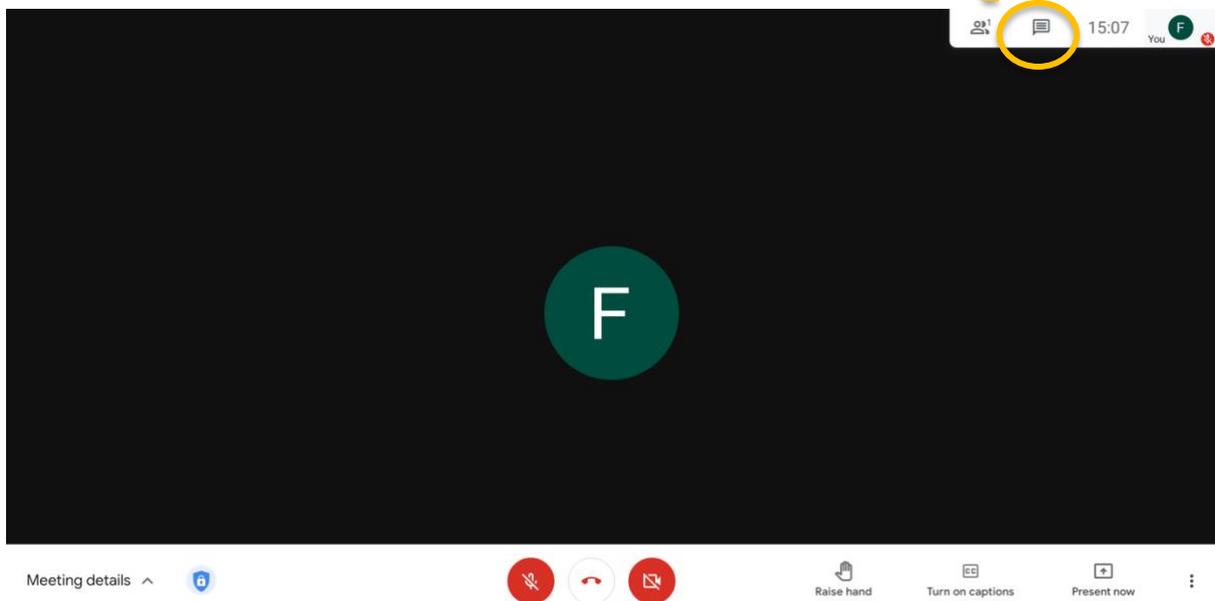
To ensure everyone is safe and feels comfortable, we are asking every student to follow the protocols below:

- Lessons will be scheduled on Google Meet by your classroom teacher at the normal designated time. You can access the link from the stream in the Google Classroom, where staff will have posted the links, making it clear to you which link is for which lesson. Click on it and you will be taken to the joining screen as seen below.

- You should automatically have your sound muted, but please then click to disable your camera.
- During the session, you will not be asked to activate your camera at any point, however there may be times when your teacher asks you for a verbal response. If they do this, you will need to unmute your microphone.
- Your teacher will introduce the session to you, explaining the new content and what is expected in today's lesson. Introductions will be 15 minutes maximum.

- During the teacher input, if you have a question or query, then use the chat function to ask your question. The member of staff will monitor this and respond verbally. Students must not use the chat function to communicate with other students. In the event this happens, the function will be removed.

- At the end of the introduction, you will be asked to log out of the Google Meet and into your Google Classroom where you will find the assignment for the session. The assignment will have a deadline of the end of the session.
- Your classroom teacher will be in the Google classroom to respond to any queries or questions you might have. Use the private message function to communicate with them.
- At the end of the session, submit the work you have completed to be reviewed before the next session.