

Parent/ Carer agreement for use of Video Conferencing technologies

We know that for some of our families, joining a live interaction is not practical. If you would like to join but are unable to due to technology restraints, please get in touch as we may be able to help.

The safety of both children and staff when using this technology is paramount and we will be following relevant advice from Zoom, the Children's Commissioner and the NSPCC.

In order to protect both children and staff, we require that if you wish to take advantage of these opportunities on Zoom,

You agree to the following:

- An appropriate adult must remain nearby during video or conference calls to support with behaviour and engagement and ensure children are safe and using it appropriately.
- Children should take part in the meet up in a suitable communal environment (not a bedroom) and must be appropriately dressed (uniform isn't necessary, but they should be fully dressed in clothing that covers top and bottom half of the body).
- All members of the household must be aware that the meeting is taking place and make sure they are also suitably dressed and use appropriate language and behaviour when nearby or in the background. Zoom has a built-in option to use a virtual background - you may feel this is an appropriate feature to turn on.
- You must make sure you and your child have 'logged off' the call correctly once it is finished - before turning off any devices.
- You and your child will not try to contact any staff using these online tools outside of the pre-arranged sessions. If you need to contact staff for any reason you will do so through the year group emails (see your year groups' email address below)
- Screenshots, photos or recordings of Zoom meetings must not be made and meeting links must not be shared with others.

We will ensure that:

- No staff member will contact you or your child using Zoom outside of any pre-arranged sessions and if they do need to contact you they will arrange to do so using Purple Mash email or a phone call.
- Staff will ensure appropriate security settings are in place for the meeting. They will ensure that access is only granted to the expected registered users invited with a password or direct link. Screen sharing, file-sharing, annotation and chat will be restricted.
- Staff must not be alone with a child on a Zoom meeting. Either a parent or other children should be present.
- Participants will be held in a virtual waiting room while their identity is confirmed. Your Zoom account must clearly identify you by name and renaming during the meeting will not be allowed. Participants' audio or video may be muted until appropriate.

- Staff will monitor appropriate use and users will be removed from the lesson if rules are not being followed. Staff will feedback to Senior Leaders and parents if there are any concerns.
- Staff will stay in the meeting until everyone has 'logged off'.
- Staff and any other adults on the call (or in the background) will use appropriate language and behaviour throughout the call.

We will require your consent for your child to take part in the Zoom interactions. If you have any questions or any concerns regarding live interactions, please get in touch with the school.

Please complete the statement below and email to one of the appropriate emails below.

I give permission for my child..... Class.....to participate in live Zoom interactions. I agree to all the conditions above.

nursery@lapage.bradford.sch.uk

yearreception@lapage.bradford.sch.uk

yearone@lapage.bradford.sch.uk

yeartwo@lapage.bradford.sch.uk

yearthree@lapage.bradford.sch.uk

yearfour@lapage.bradford.sch.uk

year5@lapage.bradford.sch.uk

yearsix@lapage.bradford.sch.uk

