



## Online Home Learning Responsible User Guidance

### Rules

- I will only use technology for school purposes as directed by my teacher.
- I will only use technology when there is an adult in the house and they know I am using it.
- I will not reveal my passwords to anyone.
- I will be responsible for my behaviour and actions when using technology; this includes the resources I access and the language I use.
- I will make sure that all my communication with children, teachers or others using technology is responsible and sensible.
- I will not deliberately browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my teacher or my parent.
- I will not record or take photos of my classmates or teachers during a video conference session.
- I understand that when using SeeSaw and other applications provided by the school that my use can be monitored and logged and can be made available to my teachers.
- I understand that these rules are designed to help keep me safe and that if they are not followed, school sanctions will be applied and my parent may be contacted.

### Guidelines

When using Zoom, remember that this is an extension of the classroom and you should conduct yourself as you would in a classroom. This includes:

- Video conferencing from an environment that is quiet, safe and free from distractions (preferably not a bedroom)
- Be on time for your interactive session
- Be dressed appropriately for learning (no pyjamas)
- Remain attentive during sessions
- Interact patiently and respectfully with your teachers and friends
- Provide feedback to teachers about your experiences and any relevant suggestions
- You MUST NOT record each other's online interactions.
- Make sure you end the session as soon as the teacher indicates to do so.