



Remote Communication Guidelines for Pupils:

When accessing Google Meet with teachers and pupils:

- Sit against a neutral background
- Avoid recording in your bedroom where possible (if that's not possible, use a neutral background)
- Dress in your day clothes so no pyjamas! If you turn up in your pyjamas you will be asked to turn your camera off.
- Sit in a shared space like your lounge, not your bedroom.
- Remember to be mindful that other children might see or hear you and anything in the background so think about what you want people to see.
- Staff will always make recordings of Google Meets.

When a teacher or member of staff call home to talk to you:

- They will call on your parents phone and not yours.
- They will call during school hours.
- You will need to have the phone on speaker phone so your parents can hear the call.