

Holy Trinity Church of England Primary School

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Headteacher: Mr David Winn Deputy Headteacher: Ms Pauline Thomas



Google Classroom



VIRTUAL SCHOOL

Going Live - Holy Trinity's Safety Guide

To ensure the safety and wellbeing of our children and families, please ensure you follow these guidelines when joining our live 'Start the Day' meetings and assemblies at 9.15am.

Logging in

- ✓ Children are to log in at 9.15am every morning, Monday – Friday.
- ✓ Monday, Tuesday and Thursday are 'Start the Day' sessions with your child's class teacher.
- ✓ Wednesday (Praise and Worship) and Friday (Celebration Assembly) are our live Collective Worships.

Being ready

- ✓ Children are to ensure that they are dressed appropriately.
- ✓ They should have their cameras on during live sessions, with a neutral background where possible, as virtual backgrounds can sometimes affect the speed and quality of the lesson.
- ✓ Microphones should be muted unless advised otherwise by the teacher.

In the background

- ✓ Parents or other family members must not be in the camera view at any time during the live session.
- ✓ Please try to ensure there is as little background noise as possible. We know this can be difficult with siblings at home, so as long as the microphone is muted this will be sufficient.

During the session

- ✓ Your child should only use the 'Chat' function if asked to do so by their class teacher. The chat function is not to be used for anything other than the classwork or answering a question given by the class teacher.
- ✓ At the end of the session, please make sure your child has left the meeting so that they can access Google Classroom and the learning that has been set there by the class teacher.

Recording

We understand that it may be difficult to get children online at the same time in one household, so these live sessions will be recorded and posted in your child's Google Classroom space straight after the session.

Please don't worry if your child is unable to attend every day, but do try your best to ensure your child is online and ready to learn at 9.15am each morning. Thank you for continued support.

Excellence in how we worship, learn and work together!

BELIEVE

RESPECT

AIM HIGH

BELONG

ENJOY

GROW