

PARENT PROTOCOL FOR

MICROSOFT TEAMS

- Please ensure your child joins their session in a shared space where you can monitor them. Ideally a living or dining room with a blank wall background.
- Your child must not be joining Microsoft Teams from their bedroom.

- No pyjamas. Pupils need to be dressed appropriately and ready for the day.
- Encourage your child, if possible, to blur or set their background to an appropriate still picture.
- Parents, please be mindful that other pupils might see or hear anything in the background.
- Pupils must not instigate 1:1 video calls with any teachers.



- Parents and children should not be using the student's login to gain access to the contact details of teachers or other students.
- Parents and pupils must not use Microsoft Teams for anything other than morning registrations and agreed communication with the teacher. It is not to be used for any non-school related activity.
- Microsoft is not to be used if your child wishes to 'chat' online to a friend outside of the morning registrations.
- Please use the technology we have provided responsibly and respect and support our Gosden House staff as they practice using this new remote teaching tool.
- Any misuse of Microsoft Teams will be seen as a serious breach of trust and referred directly to the school designated Safeguarding Leads, including the Head Teacher.

