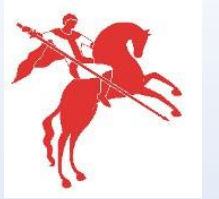




St. George's Academy Live-Streaming Protocol



Teachers

- ONLY use Microsoft Teams.
- Joining instructions should be issued in advance to WHOLE group. NO individual invites
- A register of participants should be taken
- Late & early departures should be recorded
- MUST be two or more students in a group session
- All sessions must be recorded by the teacher
- Teacher should ensure all students have exited before ending the session

Students

- Dress should be appropriate – no pyjamas!
- Students wait in 'lobby' to be invited in to session
- Participate from a communal area at home
- Classroom expectations re language and behaviour
- Etiquette: use CHAT to ask ? Teacher to UNMUTE students to speak
- Students must not record any aspect of the session
- Students disrupting a session will be disconnected

Acceptable Use Policy applies to both teachers and students
Breaches of protocol will be dealt with appropriately