

Direct Communication using the Internet

Staff in the school may choose to use a number of tools for classroom communication, examples include Zoom and Seesaw. Some of these tools provide synchronous video opportunities whereby a staff member directly speaks to the children live e.g. through a webinar or online meeting. The staff member invites pupils and their families to these meetings using a link sent through Seesaw. The following are ground rules for synchronous lessons online:

- All meetings will be password protected.
- All people involved in the meeting will conduct themselves in a similar manner that would be expected in a regular class.
- A family member is expected to be close by when a pupil is engaging in a meeting.
- A family member should monitor all online interactions from the pupil.
- Staff will not meet any child alone using an online meeting.
- If there is a need for a one to one meeting between a child and a staff member, another adult must be present at the meeting.
- Any interaction from a pupil that could be deemed as inappropriate may result in the child's removal from the lesson.
- If a staff member feels there is anything in a pupil's visual or audio background which may be inappropriate they will remove that pupil from the lesson at that time.
- Where at all possible we would ask that no Video interaction takes place from your child's bedroom but where unavoidable only with a virtual background and parental consent.
- Remind pupils to be sure that their background is appropriate while sharing video, along with how their image is displayed to the rest of the class.
- Everyone should sign in using their own name only.
- Under no circumstances can photographs or recordings be taken of video calls.
- The Chat function is to only be used if directed by the teacher and as directed by the teacher, in an appropriate manner.
- For video calls on Zoom, parental permission is presumed under our Internet Acceptable Use Policy
http://www.scoilmhuiire.net/uploads/9/1/5/2/9152598/aup_june_2020.pdf
- The link to a video call will be communicated via Seesaw. If a parent/guardian does not want to provide consent to join a Video call it is the parents' responsibility to inform the school.

- Scoil Mhuire Senior cannot accept responsibility for the security of online platforms in the event that they are hacked.

Guidelines for Pupils on Video calls:

- Photographs or recordings of the video call are not allowed.
- Refer to our school behaviour rules which are still in effect in online settings http://www.scoilmhuire.net/uploads/9/1/5/2/9152598/code_of_behaviour_2019_.pdf
- Set up your device in a quiet space, with no distractions in the background.
- Make sure your parent/guardian is aware a Zoom call is about to take place.
- Sign in using your own name for display.
- Join the video with your microphone muted.
- Raise your hand before speaking, just like you would do in class.
- If you have the chance to talk, speak in your normal voice, using kind, friendly and appropriate language.
- Display due respect and engagement by actively listening to others while they are speaking.
- The Chat function is to only be used if directed by your teacher and as directed by your teacher, in an appropriate manner.
- Ensure that you are dressed appropriately for the video call.
- Be on time - set a reminder if it helps.
- Enjoy! Don't forget to wave hello to everyone when you join!