



Online Lessons Code of Conduct

In addition to Enniskillen Royal Grammar's ICT contract the following guidelines have been drawn up to enable us as a school community to use Google Meets to facilitate online teaching safely and effectively.

Ready to Learn

Be ready to learn at the agreed time by:

- ✓ being dressed appropriately (no PJs!)
- ✓ testing that your sound/video and WiFi connection are working
- ✓ setting up your digital device in a space free from distractions, but not your bedroom
- ✓ letting your parents/carers know that you are taking part in an online lesson with your teacher and leave door open if possible
- ✓ having any resources that you may need ready e.g notebook, text book

The Ground Rules:

- You must not give the access code or link to the lesson to anyone not in your classroom
- You should behave respectful and appropriately as you would in a normal class setting.
- If your teacher asks you to turn your camera off, please ensure that you do so
- Take turns to speak and contribute – your teacher will tell you how this will be managed at the start of your class for e.g. using the chat/mute functions
- If you are asked to share your screen then make sure all other windows are closed on your computer
- Let the teacher know if you have to 'leave' the lesson before the agreed end time
- You must not film, record, photograph or take screenshots during the session
- You must not upload, share or use any offensive or inappropriate material to the lesson
- If you have any concerns you should report them to your teacher.

Remember your teacher is trying to support you so engage positively with the lesson.