



Watford Grammar School for Boys' Student Remote Learning Code

Your education is the single most important thing to the school and given the amount of disruption to your learning we want to ensure that the new round of online learning is as close to attending normal school as possible. For this reason we will be more closely monitoring attendance, engagement and behaviour and will contact home if any of these areas fall below expectations.

You must be sitting at your computer/device at 8:30am ready for the start of each of your lessons every day. You should plan to wear headphones during the live parts of lessons so have these ready to start.

If you are unable to attend a lesson/ school day then you should get your parents to inform school in the normal way by emailing absence@watfordboys.org. If your IT fails then please contact your Head of Year.

You must turn on your camera and audio as directed by your teacher. Although this is not a requirement for all lessons it is required if the teacher requests it as they believe it is an important part of their lesson and ultimately supports your education. If you do not have a webcam then please let your teacher know by email.

You do not need to wear school uniform but you must be tidy in appearance.

You must be using your device/computer in an appropriate area at home. The background should be plain or you should use the "Background" option in the Google Meet to set your background to be blurred.

Lessons will be run by your teachers as shown on your timetable. Each lesson will have an element of livestreaming and an attendance register will be taken – you are expected to virtually attend every timetabled lesson, including the form times as directed by your Form Tutor/ Head of Year.

You should have other equipment, as needed in each lesson.

You must read all emails sent by the school and always respond as directed/ when expected.

You must follow our live streaming protocol and please remember:

- Under GDPR legislation it is illegal for a student to record/ screenshot live streamed lessons and the follow up from such action could result in the police being involved.
- Lessons are only for those students who are invited to attend by the teacher. Anyone else viewing the lesson, including your parents and/or siblings is not permitted under GDPR legislation/ the law.

You must continue to follow our school rules - the spirit of these continues to apply in any lockdown situation. The codes are part of our Learner Agreements and are summarised in your planner – they are the School Code, Classroom Code, Peer-on-Peer Abuse checklist, Online Safety Code and Google Classroom Etiquette. Please pay attention to the following points in these codes:-

- Show consideration for others and behave courteously. Do not take part in any form of online or verbal harassment;
- Report any incident of online bullying (peer-on-peer abuse) by emailing any member of staff, ideally your Form Tutor or Head of Year, whether you are being bullied or have seen someone being bullied in chat streams.
- Everyone in the online classroom should address each other courteously and with respect. Differences of culture, religion and gender must be respected at all times.

The school will apply its normal behaviour management procedures in the event that you fail to comply with the school rules.