



## St Charles' Catholic Primary School

### Expectations for Pupils for Remote Learning

Children are expected to behave as you would do if you were in school – following displaying our life and learning values. Our behavior policy still stands regardless of whether we are remote learning or in school learning.

#### Join:

Join the meeting on time. When you enter the meeting, make sure you are in a quiet place without distractions (TV, pets, etc.)

#### Mute:

As soon as you enter the meeting, please mute your microphone. If you are called on to answer a question, you may unmute yourself. Hit the mute button again when you are finished.

#### Be prepared:

Come to any meetings prepared with questions. You will also need to have your notebook/pencil handy. Ensure that you check your timetable when remote learning and complete and return any assignments sent on time.

#### Questions:

If you have a question/comment during the meeting, please type your name in the “chat” and wait for the staff member to call on you. When they call on you, you can unmute yourself and state your question/comment.

#### DO:

- Dress appropriately
- Join on time
- Mute yourself immediately
- Pay attention and contribute where needed
- Keep your video on
- Keep the “chat” open
- Refrain from eating during meetings
- Put your ‘hand up’ to show that you are going to the toilet.
- Hang up at the end of class

#### DON'T:

- Have distractions nearby
- Enter the chat disrespectfully
- Use the chat to speak to your friends unless asked to by the staff member.
- Share your screen unless directed to by the staff member.
- Unmute yourself unless you are told
- Stay on the TEAMS meeting after class has ended