



Wychwood School  
OXFORD

**Online Home Learning Responsible User Agreement**  
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**Last Reviewed Date: November 2021**  
**Next Review: November 2022**

I will abide by the Pupil ICT, Network, Internet and Mobile Phone Acceptable Use Policy that I have already signed.

In addition the rules for online Home Learning are as follows:

- I will only use technology for school purposes as directed by my teacher(s)
- I will only use technology when there is an adult in the house and they know I am using it
- I will not reveal my passwords to anyone
- I will be responsible for my behaviour and actions when using interactive meet apps such as Skype or Microsoft Teams. This list is not exclusive of other apps.
- I will make sure my communications with teachers and pupils and others using technology is responsible and sensible
- I will not deliberately browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across such material I will report it immediately to my teacher or my parents
- I will not record, take photos or videos of my classmates or teachers during a face-to-face (F2F) session
- I will not adapt, publicise, edit or forward **recorded** lessons and explanations which the teacher has posted to help me, without the express permission of the teacher who posted them
- I understand that when using meet apps my usage can be monitored and logged and made available to the teachers

I understand that these rules are to keep me safe and that if they are not followed, school sanctions may be applied and my parents contacted.

**Summary Guidelines**

When using F2F technology remember this is an extension of the classroom and you should behave as you would in a classroom. This includes

- video meeting from an environment that is quiet, safe and free from distractions and preferably not a bedroom
- be on time for video meets
- be dressed appropriately – not nightwear or swimwear

- remain attentive
- interact patiently and respectfully with all
- respect the limitations of the technology and take turns to speak
- provide feedback to teachers about your experiences and supply relevant suggestions
- not recording in any form
- leave the session when you teacher asks you to do so