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[www.st-wilfrids.org](http://www.st-wilfrids.org)

15/01/2021

Dear Parent / Carer

Starting from 18<sup>th</sup> January 2021 our Year 10/12 provision will change to become a blend of livestream lessons and recorded lessons. We hope these livestream lessons will be a great way to replicate classroom interaction, enable students to ask immediate questions via the typed chat function and gather instant feedback.

Livestream lessons will take place via Google Meets and this will take place at least once a week in each subject. Recorded lessons will be set via Google Classroom and teachers will be available to provide support using the Google Classroom chat function. Teachers will inform students on Google Classroom which lessons will be livestream and which lessons will be recorded.

To prepare students for this, a 'How to use Google Meets' tutorials for students will be available on their Google Classroom year group class streams on 15<sup>th</sup> January 2021. Please ask your child to watch this tutorial before Monday 18<sup>th</sup> January 2021.

As always, safeguarding is at the forefront of everything that we do. Please chat with your child to ensure they understand exactly how we expect them to conduct themselves during a live-streamed lesson:

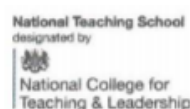
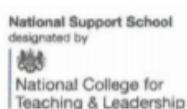
- Cameras must be switched off
- Microphones must be muted
- Communication with the teacher is through the typed chat function - language must be formal and respectful
- The school [behaviour policy](#) / [code of conduct](#) / [acceptable use of ICT policy](#) is to be followed - as normal, failure to do so will result in a sanction
- Students must only use their @st-wilfrids.org email to access the lesson and must not attempt to add anybody into the lesson - we can track which students attempt to do this
- Students must not attempt to share their screen
- At the end of the lesson, students will be instructed to leave before the teacher 'ends' the lesson - this will ensure nobody is left unsupervised in a virtual space
- Students can contact teachers via Google classroom and will be responded to; emails will not receive a response

All lessons are recorded to ensure safety and teachers will run through the behaviour expectations and live-streaming protocols at the beginning of each lesson.

If you have any queries about the live-streaming of lessons, please contact your child's Head of House.

Yours sincerely,

Miss A Fairlamb  
Associate Assistant Headteacher



**Northern Saints**  
Teaching School Alliance



**Bishop Chadwick**  
Catholic Education Trust

Excellentia per fidem, per scientiam, per adiuvatum

