



# Garden Suburb Junior School

Childs Way • London • NW11 6XU



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Head Teacher: Mrs Eileen Bhavsar BA (Hons) MSc • Deputy Head Teacher: Mrs Lisa Berger BEd (Hons)  
Administrator / School Business Manager: Ms Andrea Bailey

## Guidance for Live video Sessions

### Guidance for parents/carers:

1. There are two live sessions daily and pupils will be expected to attend both.
2. At least one parent or carer must be present in the home-setting to assist for the duration of all sessions but are politely reminded not to intervene in the live sessions. Siblings of pupils are not permitted to join live sessions.
3. Pupils will join the live session, ready to learn, as they would be for the beginning of a school day.

They should:

- be dressed in school uniform
  - have their camera on
  - have their microphone on mute
  - display their first name
4. Parents must ensure that they have established appropriate parental controls on any of the devices that pupils will be using. Guidance for putting such measures in place can be found via the Online Safety policy on our school website  
<https://www.gardensuburbjunior.co.uk/page/?title=Online+Safety&pid=447>
  5. The recording or disseminating of any live sessions is not permitted.
  6. Every effort must be made to safeguard pupils by ensuring there is no visible personal information e.g. identifying where they live.
  7. Staff will remove pupils from the group if they judge that their behaviour is disruptive and / or inappropriate.

Failure to follow the above guidance on the part of a pupil/parent/carer may result in the pupil being removed from a session and not being allowed to attend further live sessions.

