**Parents/carers – helping your child with Google meetings/chats**

**Before and during the online meeting starts**

1. Information and a schedule of meetings will be made available to learners in advance of any online sessions; learners are asked to ensure these are shared with parents/carers to help you plan for online lessons/meetings
2. Help your child by finding a quiet and well-lit place, preferably not a bedroom, to take part in online lessons; the background area should be clear and away from an area where other members of the household may be visible on camera
3. Remind your child of the need to behave appropriately and to follow teacher instructions and the class code of conduct; for younger children it would be desirable if you stayed close by to monitor their activity  
     
   Inappropriate behaviour may result in a child being removed from a lesson and a follow-up discussion with senior school staff\*

\*The same rules apply for children’s cxonduct during Google Classroom Stream conversations