



Google Meet User Agreement for Home Learning

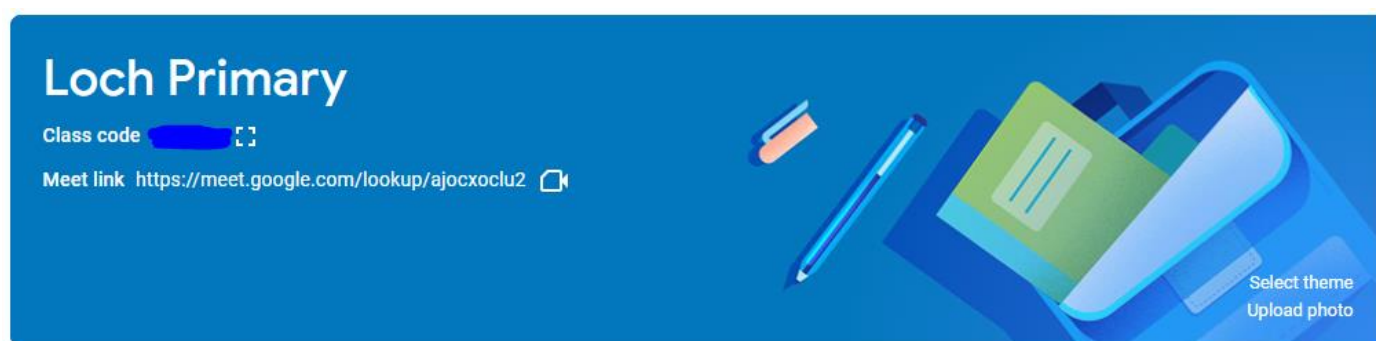


Loch Primary School

January 2021

SLC have now approved Google Meet software for live video conferencing within your child's Google Classroom. To use the Meet function on your phone or tablet you may need to download the Meet app for free from your app store. If asked to sign in to this separately please use your child's username that has the @sl.glow.scot ending and their normal password. If you are redirected to the Glow homepage to complete your sign in, use the @glow.sch.uk email ending then.

Your child's class teacher will let you know when they are planning to run a live Meet session in their Google Classroom. To join, please click on the Meet link at the top of your Classroom at the time the teacher has advised. If you attempt to join beforehand, you will not be able to enter the Meet.



When participating in the Meet session:

- Mute your microphone so that everyone can hear the teacher without interruption, only unmute if the teacher instructs you to do so.
- We would prefer you to have the camera turned on so that the teacher can monitor your child's engagement; parents/ carers must not be visible on the camera.
- Use the 'hands up' button to let the teacher know that you want to share an idea or ask a question.
- You can use the 'chat' function to message the teacher during the Meet; children should not message each other using this function unless instructed by the teacher.
- When the Meet ends, please hang up the call, the teacher will be the last person to leave and shut down the Meet.
- We expect behaviour on the Meet sessions to reflect what is expected within the classroom when the children attend school in person. Children not following this will be removed from the Meet and a member of the Senior Management Team will contact parents/ carers.
- Remain respectful, responsible and safe when working online at all times.



If parents/ carers are able to do so, show your child the Meet software in advance of their first live session so they can become familiar with it.

All Meet sessions will be recorded for safeguarding purposes. Recordings are not permitted to be reposted or shared if pupils can be seen or heard on the Meet.