



## Further information regarding live online lessons

### Recording of live online lessons

Staff have been asked to record the live online lessons which they are delivering through Google Classroom from w/c 8<sup>th</sup> June. Only teachers have the "right" to record a lesson. Recordings can not be made by pupils. The recording will show the teacher, any shared screens and also any pupils who speak during the session. At the end of the lesson teachers will save their recording securely on the school server, which only school staff have access to.

The primary reason for teachers recording the live online lessons is to create a resource bank for pupils who might need it in future. It means that lessons could be made available after the live lesson for pupils who, for a number of reasons, may not have been able to join in the live lesson at the time it occurred. We believe this is important in ensuring that no pupils are disadvantaged as we increase our home learning provision as it will allow more pupils to engage in learning opportunities each week.

Pupils can ensure that they do not appear within a recording by turning their video camera off before the live online lesson starts. This does not stop the pupil interacting with the teacher delivering the session but will ensure their image is not recorded. If the pupil speaks, their voice would still be recorded. This can also be avoided by the pupil muting their microphone, but this would mean they would not be heard by the teacher if they spoke. We have enabled a comment box feature which allows pupils to interact with the teacher throughout the session and this can be used even if both the video camera and microphone are turned off.