



Live Lessons at RWS



An online lesson occurs when teachers use video conferencing software to 'live stream' lessons to their students. Some of the most popular apps and websites that support this include Zoom, Google Hangouts, Skype and Microsoft Teams. Online lessons can be a great way to replicate classroom interaction, ask immediate questions and gather instant feedback. It's also convenient and allows learning to take place anywhere with an internet connection. At RWS we will **only be using Microsoft Teams** for our Live Lessons as this platform offers the greatest security and safeguarding for our staff and students.



What Students need to consider

CONDUCT

When you sign in to a live lesson you are entering a virtual classroom and classroom expectations should be followed, just as they would be in school. You should come to the live lesson 'Ready to Learn' with your equipment needed; exercise book or paper, blue/black pen, green pen, pencil, ruler, rubber. Remove distractions and give the live lesson your full attention.



COMMUNICATION

You will not be on camera and you will not be able to speak during the live lessons. The communication is all done through the Q&A function. This is how you can ask your teacher questions during the lesson. Only the teacher will see your question, but the teacher may choose to share your question with the class if it is something that will benefit everyone. The teacher may answer your question when they are talking or you might get a written reply. Only write things in the Q&A that are appropriate for the classroom. Any misconduct will be addressed and followed up by the teacher or HOY.

CONTENT

In order to access the content of your live lesson you will need to follow a link that will be shared with you via email. It would help if you have downloaded the Microsoft Teams App on your computer or device before the live lesson begins so that you can access the lesson promptly. Lessons may be based on topics you have covered previously or could be new content, either way, it would be useful to have your previous class notes with you to refer to when needed. The lesson will be our usual Hook, Line and Thinker and will include a task set for you to work on whilst the lesson is live.



What parents need to consider

CONDUCT

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite and remember their manners. Position your computer or webcam in an open environment where you can monitor their activity, preferably not in a bedroom. Try to keep the background neutral with good quality lighting and sound.



COMMUNICATION

If your child is part of an online lesson, they may need support in setting up the relevant software and communication platforms in order to take part. Your school will usually provide the relevant details on how to do this however it's worth ensuring that you have some awareness of the privacy and security settings so that you know that all communication is secure. It's important to raise any concerns that you have with the school if you are unable to accommodate an online lesson for any reason.

CONTENT

Try to take an interest in your child's live lesson if you can and stay close so that you can aid them if necessary. Try to find out who is hosting the lesson, what the lesson is about and what tasks they will be set. If they are required to conduct internet searches, ensure parental controls are in place. If you're using Zoom, make sure that screen sharing is only shared with the host. This will avoid Zoom bombing whereby uninvited guests use the screen-sharing feature to broadcast porn or other inappropriate content.



Microsoft Teams describes itself as a 'group chat software and collaboration tool'. It provides the ability to chat, meet, call and collaborate from anywhere and is popular given its ability to seamlessly integrate with other Microsoft applications like Word and Excel.

Safety Tips

- Turn off guest access so only school issued email addresses communicate.
- Make sure your operating system has the latest updates and security patches.
- Beware of phishing emails asking for your password - Microsoft will never ask you it.

Key Points for Students to remember:

- Set up your devices in advance with Microsoft Teams - download the app if you can, if not check that Microsoft Teams is working in your browser.
- Live lessons can be accessed on all devices, including mobile phones!
- Follow the 3Ls at all times - conduct yourself as you would in a real classroom
- You cannot be seen or heard during the live lesson, your communication goes directly to the teacher via the Q&A function
- Think about the language you are using - don't say anything you wouldn't say in front of a teacher in school
- Try to set up a space to learn for your live lesson without distractions so that you can focus on what the teacher is saying and the resources on the screen.
- If you need help, ask for it! Don't forget to use the Q&A function to get support with your learning if you are finding it too challenging.
- Use the link that has been shared with you to access the live lesson, do not join until 5 minutes before the lesson is due to start.
- If you cannot access the Live event at the scheduled time don't worry, it will be recorded and shared with you so you can still view it.