



St Mary & St Thomas

Church of England Primary School

Executive Principal: Mrs. Kirsty Tennyson B.Ed (Hons)

Headteacher: Mrs. Lyndsey Lewis BA (Hons), M.A.



01/02/21

Dear Parents/Carers,

The Three Saints Academy Trust have opted to use MSTEAMS as our online learning platform which is one of the three options recommended by the DfE. We are delivering a combination of live and recorded lessons as this gives your child direct contact with their teacher and peers. We believe this gives your child the best possible remote learning experience as it supports both their education and mental health and wellbeing. As you are aware, up to now, your child has been visible on screen throughout their live learning and the video of the lesson is available to view on the meeting chat.

Just as we do with all our provision, policies and procedures, we are currently in the process of reviewing our remote education offer. This is to ensure our home learning is in line with the very best practice. Part of the review has involved revisiting our risk assessment to further consider and mitigate against the risks of online learning. Below is a summary of the risks and our controls that we would especially like to draw your attention to, but the full risk assessment can be seen attached separately in this email

	<u>Risk</u>	<u>Control</u>
1	Children are visible to everyone in the meeting	Access to the meeting is limited by the host (teacher)
2	Inappropriate background noise	Pupils are muted upon arrival
3	Inappropriate background environment	Backgrounds can be blurred
4	Recordings of lessons can be downloaded	Only downloaded by a member on the meeting
5	Downloaded lessons could be shared beyond the MSTEAMS platform	School do not have control over this, but request that this does not happen
6	Independent recordings of the screen by another device e.g. hand-held mobile phone	School do not have control over this, but request that this does not happen

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Having conducted the review, in order to continue to give staff the flexibility of allowing pupils to have their cameras on when they feel it would benefit the session, we would now like parents to indicate whether or not their child has permission for this.

Having considered both the contents of this letter and our live lesson risk assessment, please can all parents/ carers opt in or out to their child using their computer camera. By opting in, children will enjoy the educational and mental health and wellbeing benefits of being seen by our staff and their peers, but this does not mitigate risk 5 or 6 above. Risk 5 and 6 are only controlled when your child's camera is off, but this will limit the effectiveness of some live sessions for your child in term of their educational experience, e.g. teacher's will not be able to make assessment judgements in lessons, and it will reduce the positive benefits to mental health and wellbeing.

Once you have read the information in this letter and the risk assessment, can you please log on to Arbor to give your consent.

If you do not give consent, this also needs logging on Arbor.

You can use either the online or App version of Arbor. Your username is your email address and if you have forgotten your password, please contact school and we will reset it for you.

If you have any further questions, please contact school on 01744 807032.

Yours faithfully,

Diane Neilson

Acting Head Teacher

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