

# Online classes safeguarding Policy

The points below are in addition to our Child Protection Policy, not instead of.

For the purposes of this policy

\*A 'group' is a small number of students, of a set grade, who usually participate in a class together.

\*A 'session' is an online class.

## THE SCHOOL/TEACHER

- Will get the agreement of parents/guardians for their child/ren to be taught online.
- Will not use any personal data provided by students or their families, for any reason not related to the class and its purpose.
- The teacher will be the host for the group session and will invite the students into the group class, only registered pupils/their parents within the 'group' will be admitted to the session.
- Teachers will select an appropriate image for their profile picture.
- Use a neutral background for teaching: avoid having information that is personal on show (eg. Family photographs, personal paperwork)
- For younger students encourage the parent to log on for the class, or with older students that the parent is aware when the class is taking place.
- Will encourage /remind students to dress and be groomed appropriately for class.
- Will encourage/remind students to ensure that they are aware of potential hazards within their personal dance space.
- Will encourage students to work in a room/space where they can be observed by their parent guardian.
- Teachers will always present themselves appropriately, as they would for normal classes.
- Teachers will be professional when delivering classes
- Teachers will aim to provide a safe and appropriate class during these sessions.
- Teachers will avoid using outside links (eg. to show examples) during classes, unless they have been carefully vetted beforehand for appropriateness and security.
- Will inform parents/students beforehand if a class is due to be recorded and gain their permission for this to go ahead.
- Will inform parents and students of the reason for the recording of a class (eg. teaching assessment)
- During a recording, student's names will not be displayed on the screen.
- During a recording, teachers will only refer to students by their first name
- Teachers will end a session immediately if they feel the group has been compromised in any way.

## THE STUDENT/FAMILY

- Will understand that class groups are private and only for the invited students and their parents/guardians.
- Ensure that a safe space is provided is suitable for the student to dance in.
- Ensure the student is dressed and groomed appropriately
- Will not record any dance sessions that contain other participants.

## GENERAL

- Please report anything that makes you feel uncomfortable or concerned during these sessions.
- Anyone who behaves in a way that could pose a safety or security risk to our students or teachers will be removed from the class group.