



Walford Nursery & Primary School

Use of Zoom



Zoom is a useful platform for Remote Home Learning.

In order to safeguard everyone involved during Zoom sessions, the Walford Nursery & Primary School has put in place the following measures:

- By accepting the Zoom meeting ID and joining the meeting, with parental responsibility, you agree to the terms set out in this document.
- Teachers have the highest level of privacy settings available applied to their zoom accounts.
- Teachers do not record Zoom lessons (without prior permission) and the teacher (as host) resumes full control of the lesson, including sharing their screen.
- Children cannot enter a Zoom lesson without being admitted by the teacher.
- Teachers have the control to 'mute' all the children without them being able to unmute themselves.
- Teachers can remove a child / pupil from a live lesson if there is inappropriate behaviour.
- Only teachers can share their screen.
- All Zoom lessons have encrypted invites, unique meeting IDs as well as secure passwords.
- No file sharing is permitted.
- For participants, some Zoom facilities will be disabled by the host teacher. This includes, but is not limited to: the screen record function, chat and screen share.
- All children are 'muted' on entry into the Zoom lesson with only the microphone enabled for the teacher and teaching assistant until the lesson has been introduced, then the children will have their microphone enabled too.
- Children should be suitably dressed at all times and a parent / carer should be in the same room.
- Children should follow the same behaviour expectations as are in place in school lessons.
- When joining a Zoom session, all children's 'display name' should be clearly identifiable by their first name or family name. Teachers will not allow children to join the session if their display name is not clear.
- The meeting ID and password is to remain confidential and not to be shared with anyone.
- Recording, photos or screenshots of the Zoom meeting are not allowed by participants.