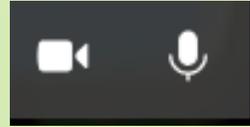


SPRINGFIELDS FIRST SCHOOL

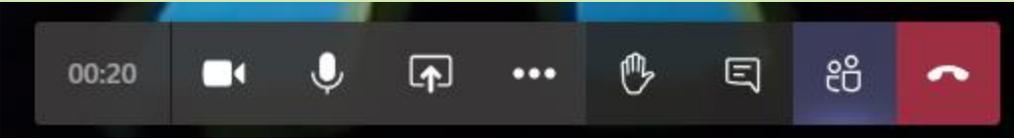
LIVE LESSONS – EXPECTATIONS OF ALL PARTICIPANTS



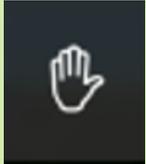
Switch on your camera and microphone before joining. Change your background if you want. Make sure you are in a room with an adult. You may be asked to mute your sound. These can be turned back on later if you need to ask questions. Ensure you are appropriately dressed.



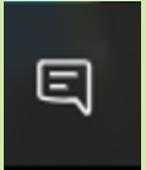
The lesson might be recorded. You will be advised of this. This allows you and any absent pupils to play it back later.



When you 'join' a lesson, this tool bar will be available. Hover over the screen, about 1/3 of the way up from the bottom to display it.



Let your teacher know you have a question using this tool. Please wait to be asked to speak, just as you would in a lesson. If you click  you will see that your hand is raised. Speak clearly and use appropriate language.



Have a question but don't have a microphone? Use the 'chat' feature and type your question instead! Check to see if someone else has already asked your question. If they have, hover over the top of the question and click on the 'thumbs up', so your teacher knows which questions are most popular.

Be confident, calm and caring

Sometimes the technology doesn't always work; sometimes internet connections 'lag'

