

# Microsoft Teams (including live lessons)



## Expectations -



For Children

- Join every call with your camera on and microphone muted (unless this has already been agreed by your class teacher).
  - Keep your microphone muted unless asked to unmute yourself.
- Raise your hand, and wait to be asked to unmute, if you would like to speak.
  - Only bring resources for learning to the lesson.
  - Find somewhere quiet to work with no distractions.
  - Make sure you are dressed appropriately.
- Ensure that there isn't anything in the background that you wouldn't want your class or teachers seeing.
- Make sure that you pay close attention to the group and ensure you're not doing anything else e.g. playing games.
  - Do not leave the view of the camera during the lesson.
- Respond to your teachers/friends as you would if you were in the classroom.
  - Do not take any images or videos of the lesson.
    - Do not eat during the Live session.
- Only use the chat for learning questions or responses to a learning question from your teacher only.

If you wouldn't do it in your classroom,  
don't do it in your virtual classroom.

