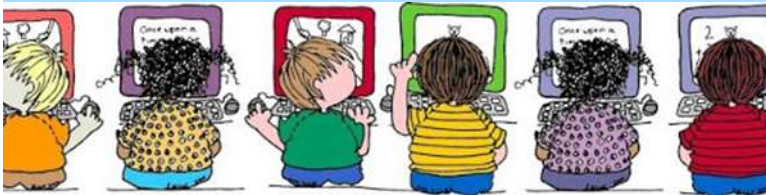


# Zoom Lessons & Internet Safety



Please read our Zoom safety guidelines for online learning.



The internet is amazing when used safely and correctly.



Here are some simple rules that will ensure it stays amazing and helps you with your learning.



## How to keep safe online?



- Remember to be respectful and responsible when you are online, just like you would be in real life.
- If you see something that makes you feel worried, tell an adult you trust straight away.
- Don't share your personal information online.



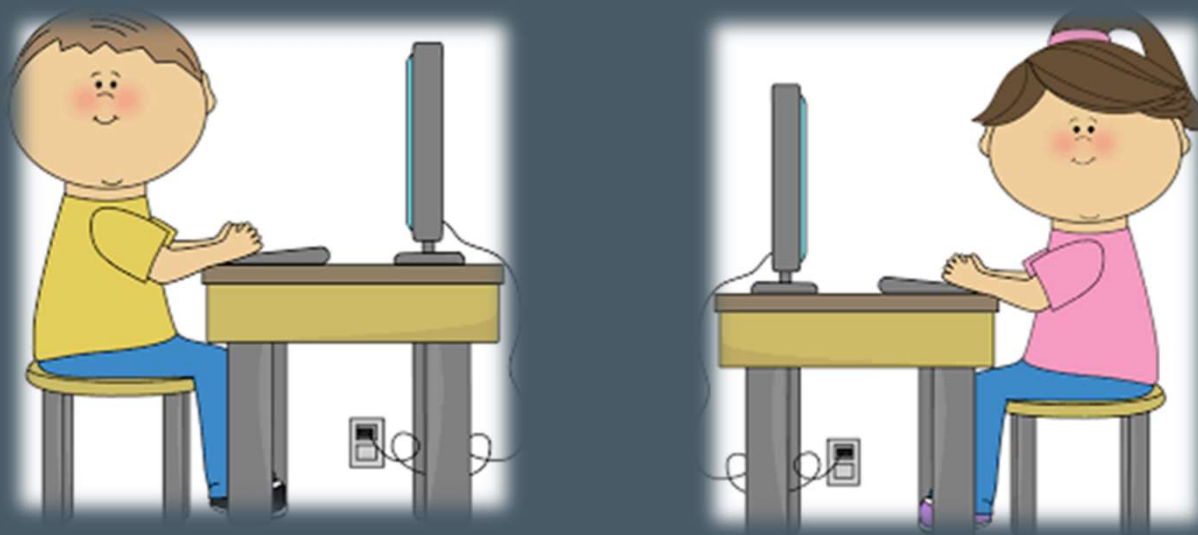
## Our Zoom meetings are just for us – no one else will be allowed in

- So the lesson is only for your class, teachers will set a password which they will only share with you and your parents
- To enter, your teacher will let you in to the meeting





- Nobody is allowed to record any of our Zoom lessons



- Only the teacher can share their screen to help you with your learning



- When entering the Zoom lesson you will find that your microphone is muted. This means that no one will be able to hear you.
- Your teacher will give you a chance to speak later in the lesson and switch on your microphone



- We know how brilliant you are at behaving in school and we expect the same behaviour in our Zoom lessons.





- Be yourself and respect others
- You should be dressed suitably... No PJs or dressing gowns!



- When you are going to meet on Zoom set up in a quiet working space where you can concentrate and are also in earshot of an adult.
- When your microphone is on remember that background noise can be picked up easily and heard by everyone.



## Top Tips for a Good Lesson

- Make sure you have your equipment ready
- Take some time to get used to all the controls – you won't be an expert first time!
- Leave your microphone on mute when you are not talking



## Top Tips for a Good Lesson

- When you unmute yourself to talk, wait a second before talking
- Don't forget to take turns!





## More Top Tips for a Expert Zoomers



Which view should you use?

1. **Speaker view:** full screen of the person talking – use when teacher is explaining
2. **Gallery view:** view smaller images of all your classmates – use this during the class discussions



## How can I message my teacher?



- You can use the chat feature to either ask a question that only the teacher can see, if you need something explained in more detail.



## How can I message my teacher?



- Or when using the chat feature you can also send a comment or question to everyone in the group.



We are looking forward to  
meeting and teaching you on  
Zoom very soon.

