

REMOTE LEARNING RULES - STUDENTS

Pandemic planning has required the school department to make remote learning available to students, whether because of classroom and/or building closings, or because of the use of hybrid instruction models. These rules are designed to assist students and families with some of the more common issues that can arise when engaged in remote learning.

Remote learning may include audio or video transmission of the teacher only (without students), or may include class sessions with the teacher and students participating. Remote learning and instruction may be delivered in real time, or through the availability of recorded educational sessions (which may include the teacher only or the teacher and students). Developments with the pandemic may also change how remote learning is delivered. The school department supports the use of remote instruction.

Students should only use the online platform(s) approved for remote learning by the school department.

Only students enrolled in a class may access remote transmissions or recordings of that class. In order to protect student and staff privacy, parents, guardians, and other members of a student's household should not view, listen in on, or participate in remote instruction, whether in real time or recorded, except for unavoidable incidental viewing and/or listening, or as necessary to assist a student to access the student's education. This will also help to ensure that the work being produced by remote learners is authentic and without undue assistance of others.

Students and families may not record audio or video, or take photos of, live class sessions, in order to protect student and staff privacy and because such recordings may violate state or federal law.

Students may access and use recorded class sessions only for the educational purpose intended by the teacher, and students and families may not photograph, re-record, copy, distribute, or re-transmit the recording or any part thereof unless they have received express written permission from the school department to do so.

Remote instruction sessions are protected by state and federal law, including copyright.

Some material used in remote learning may also be subject to copyright and other protections, and students should not use such materials in any way other than for the educational purpose intended by the teacher.

Existing school policies, procedures, and rules, including but not limited to the school department's [*insert name of student and computer internet use policy and rules here*] policy and procedure, shall apply to remote learning, and students are expected to follow such policies, procedures, and rules when accessing or engaged in remote learning.

Students participating in remote learning should be aware that parents, guardians, or other individuals in students' households may be able to see or hear them from time to time, given the nature of remote instruction, and should conduct themselves accordingly.

Students and families failing to follow these rules may be subject to disciplinary consequences.

Revised: [*Date*]