

Dear Parents/Carers,

We are so very excited that all of our children now have their own iPad and have now learnt how to log onto TEAMS. TEAMS will be the platform that is used for live teaching, should the children's' bubble be sent home to self-isolate.

You may have noticed that TEAMS also has a 'chat' function, where children can talk to other members of their class. Year groups have recently sent out some correspondence about how this function should be used and children will have been told in school how to use this safely, however we wanted to clarify an academy user agreement for this function.

Please see the main points outlined below:

- Parents are in charge of the I-pads at home meaning you can switch it off/put it away at any time to suit your family.
- Children can post comments/documents in TEAMS between **7am and 7pm**, only. This is to stop children posting late at night or before teachers are awake!
- From Monday 9th November children should only post things related to their school work or conversations started by their class teacher. *For now children are getting used to this function and talking to friends but from the 9^h November this function will be used for school only.*
- Please talk to your child about using this function safely and responsibly. Children should not post any photos of people, or their houses or write anything they wouldn't want to be seen they should be aware that anything which is written can be scrutinised by academy staff.
- Usage of teams will be covered and dealt with through the Academy behaviour policy.
- Teams is predominately intended to be used as a teaching platform and in the event of a class closure or staff isolation teachers will monitor the class team and feedback in normal school hours.
- Teachers will not be required to monitor the class team whilst they are teaching in a classroom.

Children will be asked to sign a user policy agreement for use of TEAMS on Monday 9th November (please see below) and we hope that you will reiterate these rules to them.

Thank you,

The OAMR Team

Principal – Clare Robinson

Marksbury Road, Bedminster, Bristol, BS3 5JL
Tel: 0117 312 6500 Email: info@oasismarksburyroad.org

www.oasisacademymarksburyroad.org





My User Policy Agreement

When using Teams I agree to:

- Only post comments between 7am and 7pm
- I understand my adults at home are in charge of my I-Pad.
- Only post things related to school work. unless my teacher starts a chat in the chat function which I can reply to.
- Not post pictures of people or my home.
- Only post things I am happy for my whole class and teacher to see and read.

When using TEAMS I understand that:

- The adults at my school can see everything I post.
- The teachers will monitor what I post and if I post anything rude or unkind I may get a RED behaviour, just like if I said or did something in person.

Signed: _____

Date: _____