

2nd December 2020

To: Parents and Carers of students in all years

Dear Parents and Carers,

With uncertainty still surrounding the Coronavirus and a return to 'normal' school based learning we are continuing to develop our online presence and how best to support learning for our students.

One of the strands that we are currently developing is live and interactive online lessons and tutorials. To ensure that these are safe and secure we have conducted research into many platforms and have concluded that our recommended route will be Google Meet and/or YouTube Live. We have chosen this route as it is an extension of our current Google provision and therefore follows the same security measures for students online.

We have also written a set of protocols that are included with this letter so everyone involved in the online interaction is aware of our expectations.

With all this information we understand that certain students and parents/carers may still be uncomfortable with this process so there is the option for students to attend the session with their camera and microphone muted or opt out of attending the live session for specific reasons.

Students taking part in these sessions will need to proactively 'click' on a link for the meeting. They will then need to 'click' again to join the live session. Since both of these selections need individual input to occur for the student to be present within the meeting we will assume that any student present in the meeting has given their consent to join in the live session.

Please read the enclosed protocols and if you have any questions at all do not hesitate to contact me via email on simpsonbk@westlakesmat.org.uk.

Yours sincerely



Mr B K Simpson
Vice Principal

Enc. WLA Video Conferencing Protocol December 2020

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