

## E-safety Policy Amendment

### The use of Zoom During Covid-19 School Closures

During the school closure, children will be provided the opportunity to meet with their class and teacher on a weekly basis using Zoom. To ensure appropriate use of this software and to safeguard our pupils, parents are required to provide consent. Teachers will host each session and follow the following guidelines:

- The meeting ID or link will not be shared publically and only sent to parents via email or Study Bugs.
- Teachers will never use the personal meeting ID, instead they will allow Zoom to create a random number for each meeting
- Teachers will add a meeting password
- Teachers will set the screen sharing to "host only"
- Teachers will disable file transfer
- Teachers will disable "join before host"
- Teachers will disable "allow removed participants to rejoin"