



# CASTLEDERGH HIGH SCHOOL

16 Castlegore Road, Castlederg, Co Tyrone, BT81 7RU

Principal: Mrs Susan J Wilson, BA (Hons), PGCE, PQH (NI)

Vice Principal: Mrs Sandra Cashel, MA, MEd, BA (Hons), PG Dip, PGCE



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**This agreement is part of the ‘Digital Technology Acceptable Use Policy’.**

## **Online Learning Agreement When using Online Learning Environments**

I agree to:

- help to establish and maintain a positive and supportive online learning environment;
- treat all other students and tutors and their opinions with respect and politeness;
- be responsive and participate to the best of their ability;
- complete all tasks and assignments on my own, unless it is a collaborative group task;
- complete all tasks on time;
- stick to topics related to the course during ‘virtual classes’ and in discussion forums as my participation and conduct in discussion forums is monitored and assessed by Castle Dergh High School;
- my teacher(s) recording live streams to enable online lessons to be monitored and reviewed;
- be on time for all ‘virtual classes’ and let Castle Dergh High School know if I cannot attend a class for any reason by emailing my teacher;
- be supportive and constructive when offering feedback to other students in collaborative group tasks;
- turn off or keep other communication devices on silent during a virtual class so as to not distract the rest of the group;
- dress appropriately (as I would if I were going to an event at my school);
- attend all virtual classes from a suitable and appropriate location, such as a shared family room;
- share any concerns that I have via normal protocols eg. child protection issues should be reported to the Designated Teacher for Child Protection, (Mrs Cashel).

By signing up to and enrolling on an Online Learning Course, I agree not to:

- take screenshots or any recordings without seeking prior permission during a live stream;
- share my username and password with students who are not enrolled on the Castlederg High School course;
- share sensitive personal information including any form of contact details with other course members and their teacher;
- use language that may cause offence in the online learning environment;
- attempt to contact my teacher(s) except through email or the online learning environment;
- post or upload anything off-topic, offensive, abusive or illegal to the online learning environment;
- post or upload inappropriate messages, content, unauthorised advertising, promotional material or spam to the online learning environment.