

Belgrove Senior Girls' School
Seafield Road West
Clontarf
Dublin 3
D03 T803
Telephone: 01 833 1888
Roll No. 17148D



Scoil Eoin Baiste Cailíní Sinsear
Bóthar Ghort na Mara Thiar
Cluain Tarbh
Baile Átha Cliath 3
D03 T803
Guthán: 01 833 1888
Uimhir Rolla 17148D

www.belgroveseniorgirls.ie • info@belgroveseniorgirls.ie

5ú Meitheamh/June 2020

Distance Learning in Belgrove Senior Girls' School

A thuismitheoirí / a chaomhnóirí,

During this time of school closures, we are working on ways to maintain the link between school and home. Please bear in mind that this is a working document. As we try out new ways of supporting distance learning, the document will be updated. We are continuing to explore a variety of online tools, which will assist in providing even more effective teaching and learning. Online safety of staff, pupils and families will be paramount in our decision making.

We miss our pupils and we will continue to communicate with them through Seesaw and email. We recognise that online collaboration is essential for distance learning and that families are in favour of increased opportunities to maintain the connection between school and home. Seesaw enables the teachers to engage with pupils and give meaningful praise and feedback. See separate Seesaw FAQ document: <http://www.belgroveseniorgirls.ie/2020/05/seesaw-helpful-information/>

Online safety is of the utmost importance and we hope that this document helps to protect both school staff and pupils, while online.

Guidelines for good online communication in Belgrove Senior Girls' School:

1. Staff, families and students are expected to behave in an appropriate, safe, respectful and kind manner online.
2. Staff members can communicate with pupils and their families via email or through the app Seesaw.
3. It is the duty of parents/guardians to supervise children while they are working online and to ensure any content which they are submitting to their teacher is appropriate.
4. Under no circumstances can **pictures or recordings** be taken of video/ recorded lessons.
5. Any electronic forms of communication will be for educational purposes and to allow for communication with families.
6. Parental permission will be acquired before setting up a profile for a pupil on a communication forum.
7. For security reasons, passwords will be provided to families, where applicable.
8. Belgrove Senior Girls' School cannot accept responsibility for the security of online platforms, in the event that they are hacked.
9. Communication using a personal mobile phone will not be frequent, but in the rare exception where it is necessary, staff members will ensure that their caller ID is private.

Rules for pupils using online communication methods:

For submitting learning:

1. Submit work and pictures that are appropriate - have an adult take a look at your work before you send it.
2. Use kind and friendly words.

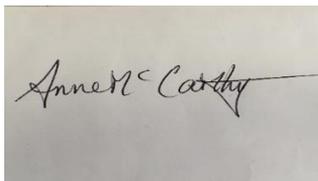
Guidelines for staff members using online communication methods:

1. Under no circumstances can pictures or recordings be taken of recorded or video messages.
2. Staff members will communicate with pupils and families during the hours of 8.30am - 3pm, where possible.
3. Staff members will have high expectations regarding pupil behaviour, with any communication which takes place online.
4. Staff members will report any concerns regarding online behaviour or interactions to school management.
5. Staff members will only admit participants to video conferences, if they recognise the email address/username as being connected to a pupil.

Should you have any queries please contact me via the school: info@belgroveseniorgirls.ie

Fan slán.

Le meas,

A photograph of a handwritten signature in black ink on a light-colored background. The signature reads "Anne McCarthy" in a cursive script.

Mrs. Anne McCarthy,
Príomhoide