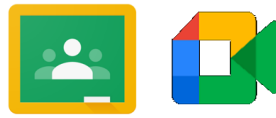


## User Agreement for Google Classroom/Google Meet



We ask all children, young people and adults to agree to our user agreement when using Google Classroom and Google Meet. This document outlines our expectations and will ensure that everyone is kept safe.

- **Join the scheduled meeting on time.** When you enter the meeting, please make sure you are in a quiet place without distractions (TV/toys, etc.). Please make sure that an adult is nearby.

- **Behave as you would as if you were in the classroom.** Sit up straight and show that you are ready to listen. Be kind and respectful towards others. Use appropriate language that you would use in the classroom at school.



- **Dress appropriately.** Please ensure that everyone is appropriately dressed, e.g. not wearing pyjamas.
- **Listen carefully and follow instructions.** When your teacher asks you to mute your microphone and listen, please follow their instructions.

- **Do not take photos or videos whilst on Google Meet.** It is important that you do not record or take photos of anything whilst on the video with your teacher and friends.



- **Participate.** Chat to your friends responsibly and answer any questions that you are asked. Please make sure you speak clearly and loud enough so others can hear you.

- **Be prepared.** Make sure your device (laptop, phone or tablet) has enough battery or is on charge.

