

Google meet code of conduct

These codes **MUST** be followed so that all pupils and adults can have a safe and fun experience.

1) Set up your laptop or tablet in a suitable place before you join a meeting (ensure there are no inappropriate things in the background and make sure that you are comfortable).

2) Wear appropriate clothes; everyone in the meeting will be able to see you.

3) Put yourself on mute when you join - this is so that there are not lots of voices speaking at once - then the teacher will call on you to un-mute if needed.

4) When you are asked to un-mute, ensure that there are no inappropriate sounds in the background first, i.e. language, music, TV programmes.

5) If you use the typed chat function during a meeting you must be kind, respectful and sensible.