

Policy on use of online teaching by Young Strings Summer School staff - for staff/parents/ guardians

Summer School pupils will be involved in remote learning via RNCM moodle and Zoom, provided that it is with the agreement of parents, and:

- (a) the pupil's parents and the music teacher are both clear about the arrangement and are comfortable with it, and
- (b) the guidance below (based on guidance published by the Musicians' Union) is followed at all times.

In the event that either party has safeguarding concerns, they should contact the Summer School Leader (sarah.crooks@rncm.ac.uk).

ADVICE TO STAFF

In order to ensure we maintain high standards of safeguarding, RNCM would like to make you aware of the following advice to enable a safe remote teaching environment.

MOODLE

- Staff login to moodle is via RNCM email address and password.
- Staff conduct on moodle must be in line with our usual expectations, which are outlined in the YS Staff Handbook. Tutors have the same duty of care towards students as they do during face-to-face teaching.
- Communication on moodle should only relate to teaching content.
- Teaching videos should be created in a communal area of the home and staff conduct/appearance should be in line with our usual standards of professionalism.
- Parents/carers have been asked to sign and return a remote teaching consent form. If you have any immediate questions or concerns, please contact sarah.crooks@rncm.ac.uk.

ZOOM WEBINARS

- All live rehearsals will take place via a Zoom webinar, which has enhanced host controls. This is a safeguarding measure.
- Staff must act as the host for all rehearsals on Zoom, and students will join via their parent/carer email.
- Pupil microphones and cameras will be switched off unless they are invited to/request to ask a question/play a short musical excerpt.
- Ensure that online teaching takes place in a communal area of your home i.e. dining/living area. It is not acceptable for teaching to take place in a bedroom. We have advised parents/carers of the same.
- It is a requirement that a parent /carer sits in on Zoom rehearsals or, if the rehearsal takes place in an open-plan area, is in the vicinity for the duration of the rehearsal. If a pupil's camera is turned on by the host, there must be a parent in sight.
- Staff conduct during Zoom lessons must be in line with our usual expectations, which are outlined in the YS Staff Handbook. Tutors have the same duty of care towards students as they do during face-to-face teaching.
- Arrangements and details for Zoom webinars will be sent out by the Summer School administrator (bryony.taylor@rncm.ac.uk).
- Staff must be dressed appropriately for online lessons and for teaching videos.
- In line with our usual safeguarding policy, communication is not permitted to take place between students/staff via social media, personal email, text messaging, gaming or other app platforms.

ADVICE TO PARENTS/GUARDIAN

In order to ensure we maintain high standards of safeguarding, RNCM would like to make you aware of the following advice to enable a safe remote teaching environment.

MOODLE

- Parents will be invited to log in to moodle via their email address, not their child's. As far as possible, moodle interaction should take place on the parent's/carer's device, not their child's.
- On moodle, comments and questions from pupils should be monitored by parents and they should always relate to the teaching content.

ZOOM WEBINARS

- All live rehearsals will take place via a Zoom webinar, which has enhanced host controls. This is a safeguarding measure.
- Pupil microphones and cameras will be switched off unless they are invited to/request to ask a question/play a short musical excerpt.
- Please ensure that your child does not take part in an online session in a bedroom - we have advised staff of the same; teaching and learning online must take place in a communal area of the home.
- It is a requirement that a parent/carer sits in on Zoom rehearsals or, if the rehearsal takes place in an open-plan area, is in the vicinity for the duration of the lesson.
- Where possible, Zoom sessions must be set up using your device (i.e. laptop/tablet/PC), not the child's.
- In line with our usual safeguarding policy communication is not permitted to take place between students / staff via social media, personal email, text messaging, gaming or other app platforms. All communication will take place on RNCM moodle or during Zoom lessons.

WELLBEING AND SAFEGUARDING

- Please read the RNCM Child Protection policy. You will find a link to this policy at rncm.ac.uk/youngstrings.
- Safeguarding concerns should be reported to sarah.crooks@rncm.ac.uk or the RNCM's Designated Senior Person for Safeguarding, Fiona Chiang, who can be contacted at fiona.chiang@rncm.ac.uk.
- Mental Health support for families: if you or your child are affected emotionally by the current situation, please seek advice and support from Young Minds (youngminds.org.uk). They offer a service free of charge to young people and parents. You can also contact your local Council if you have queries about support or for ongoing health advice continue to use the online service: 111.nhs.uk

CONSENT FOR REMOTE TEACHING

Parents should read, sign and return the consent form for remote teaching at Young Strings Summer School. Pupils will not be permitted to engage in remote teaching until we have consent from parents/carers. If you have any immediate questions or concerns, please contact sarah.crooks@rncm.ac.uk.

Please also read the RNCM's IT and Online Teaching policies, which are linked on our website.