



Zoom Guidelines for parents and carers

In order to keep everyone safe during a Zoom call, please read and follow these guidelines carefully.

- The Zoom call will be set up from a Brindishe Schools Zoom account. Please do not share the link with anybody else.
- A parent / carer must log into the Zoom session at the start.
- The parent / carer must be present in the same room as the child during the session.
- Your microphone will remain on mute throughout the session unless the teacher unmutes you. Please turn off all background noise (TV, Radio, Music etc) in case your child is asked to speak.
- Please ensure your child is appropriately dressed, as they would be for school. The same applies for any other adult or child who may be in the video during the Zoom call.
- Please ensure that the space your child will be Zooming in is safe: please complete your 'Zoom Home Risk Assessment Checklist'.
- The school adult may be making the Zoom call from school or from home. They also have a checklist to complete to keep the session safe and successful.
- Each Zoom call will last for 45 minutes or less.
- Please do not take screen shots or record the Zoom session.
- We have a risk assessment written for Zoom calls – if you would like to see it, please do ask. If you have any questions, comments or concerns, please do contact us at
 - Brindishe Green - info@brindishegreen.lewisham.sch.uk
 - Brindishe Lee – info@brindishelee.lewisham.sch.uk
 - Brindishe Manor – info@brindishemanor.lewisham.sch.uk

Many thanks – we hope your child enjoys their Zoom call!