

BISHOP MCMANUS ACADEMY
VIDEO AND TELECONFERENCING CONSENT FORM

What is expected for Distance Learning students?

This list is not exhaustive and will be added to and amended as needed.

- Students will be required to have an appropriate device and internet connection for distance learning.
- Students are required to wear the school uniform daily when school is in session (five days a week).
- Students are required to be visible and well-groomed during all zoom classes.
- Students will follow the class daily schedule by subject rotation, which also includes participating in zoom homeroom devotions and attendance check at 7:55 am every morning.
 - PK4/Kindergarten – students will follow daily schedule given by teacher.
- Attendance will be taken at the beginning of each class/subject rotation.
 - PK4/Kindergarten – attendance will be taken at the beginning of each day.
- Students are expected to be actively engaged in live classes to discuss, practice, etc.
- Teachers will invite questions at the end of each live class.
- Teachers will use chat features for calling on students on zoom.
- Students will participate in class discussion and will also be assigned independent work.
- Students must turn in all assignments by the teacher's deadline to receive credit.
- Teachers will require reflection upon finishing lessons daily to check for student understanding and verify student participation.
- Teachers will do check-ins with students regularly to check on the student's well-being.
- Students will be issued a meeting id and password along with their class schedule in order to access each subject class. This invitation information must not be shared with any other individual.
- Students must follow the these guidelines when participating in distance learning classes:
 - Students may not record the class.
 - Students may not take photographs, snap shots, or screen shots of any class.

- Only first names should be visible and/or used.
- Communication, conversations, and chat box will be controlled by the teacher and limited to course content and questions only.
- Teachers will mute student audio response component until the lecture portion of each class is complete. Students will be asked to hold their question or type their question into the teacher chat box until the lecture portion of the class is complete.

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Dear Parent or Guardian,

You are receiving this consent form because your student selected to participate in distance learning via video and/or audio conferencing. As classrooms operate virtually, observations will also occur virtually which may require recording the virtual and/ or hybrid classroom. As the parent/legal guardian of _____(Child's Name), I give my consent for him/her to participate in video and/or audio conferencing for the purposes of distance learning and recording of the classroom for the purposes of standard observation requirements.

Student's Full Name

Student's Date of Birth

Signature of Parent/Legal Guardian

Date

Parent/Legal Guardian Full Name (please print)

Relationship to Student