

### **Parent/Teacher Zoom Acceptable Use Policy**

In order to create a safe environment for parents and staff when taking part in online Zoom meetings, the following considerations must be observed:

1. By accepting the Zoom meeting ID and joining the meeting you agree to the terms set out in this document.
2. Participants should be dressed appropriately.
3. The meeting ID is to remain confidential and not to be shared to anyone that it was not designated to.
4. Recording, photos or screenshots of the Zoom meeting are not allowed by participants.
5. Participants will be held in the Zoom 'lobby' until the teacher is available to meet with them.
6. For participants some Zoom facilities will be disabled by the host teacher. This includes but is not limited to the screen record function, chat and screen share.
7. Lastly the same behaviour expectations that are set out in the Home School Agreement apply to Zoom meetings, and the teacher retains the right to terminate a meeting.