



## Wyoming Valley West School District



### Online Code of Conduct for Virtual Presence in Education and Therapies

Dear Parent/Guardian,

*Your child's health, safety, and education are extremely important to us. During this unprecedented time, Wyoming Valley West School District has been working diligently to balance the needs of our students, staff, and families while implementing our current Education Plan.*

*Your child's individual needs indicate that, in accessing our current Education Plan, he/she may be involved in teletherapy as a vehicle to provide additional support. It may involve video conferencing between school staff and students or small groups of students for check-ins, therapy sessions, and possible discussion.*

***At no time will these video conferences be recorded by any of the parties involved; they will only be viewed in "real time" by those directly involved in your student's education.***

*Just as in any learning environment, with our virtual classrooms, there are expectations of behavior that must be followed in order to maintain the safety and integrity of those participating.*

*We ask that parents support the Wyoming Valley West School District in encouraging their children to participate in our current Education plan. The district understands that situations may be different in each household due to the diverse environmental impact of this pandemic, but participation at whatever level is possible will benefit your child in remaining connected to the educational setting. The district will be monitoring participation in the current Education Plan.*

*If you as a parent would like to "opt out" of the potential use of video conferencing as a resource for support, please inform your child's teacher. In addition, if there are any technological barriers to accessing this support, please do not hesitate to reach out. Our District is committed to supporting our students and families as we advance through this process together.*

August 14, 2020



## Wyoming Valley West School District



### ***Online Code of Conduct for Student Participation in Virtual Learning Environment***

1. Students and parents shall abide by Wyoming Valley West School District's current Acceptable Use Policy as well as the Online Education Policy for Use of Video.
2. Parents are encouraged to support their child's virtual presence. To this end, a responsible adult is required to be present and visible in the student's setting for the entire duration of any individual or group video conference session, although parent participation in the session is not permitted.
3. School appropriate dress is required during participation.
4. Polite and appropriate language shall be used at all times.
5. Please attempt to keep all background noise and distractions to a minimum. If student is in a location where background noise is unavoidable, his/her device must be muted while listening until he/she needs to speak. If possible, student should sit with his/her back to a blank wall.
6. Speak in a controlled and clear manner so everyone can hear.
7. Do **not** record the session to protect the privacy of all participants. Do **not** take screenshots or pictures. Legal consent from all parties is required in the State of Pennsylvania to record a meeting.
8. Inappropriate use/behavior in virtual classrooms/sessions will be handled according to the school's current discipline policy.
9. Promptly exit the meeting when the meeting time is over. The instructor/therapist will be the first one in and the last one out of the meeting.
10. Student shall only accept invitations for meetings from school staff using the video platform and shall not create meetings.

**\*\*Signature of Parent:** \_\_\_\_\_

**Date:** \_\_\_\_\_

***\*\* In lieu of signature, parental acknowledgment and agreement to the terms of this Code of Conduct may be sent via email from the parent's email account or through the Remind app, with the following text in the message:***

***I hereby acknowledge that I have reviewed the Wyoming Valley West Online Code of Conduct for Virtual Presence in Education and Therapies and agree that my child shall abide by its guidelines.***

August 14, 2020