



This year, as our students and staff participate in virtual meetings that are taking place as part of our learning environment primarily through Google Meets, we have adapted to support this practice while prioritizing privacy and behavior expectations. We ask that all Central 301 families take a moment to review this notification regarding student participation in virtual meetings for the 2020-21 school year.

As part of the Central [Reopen School Plan](#), school staff will provide various virtual learning opportunities to students. These virtual opportunities will be provided through third-party virtual platforms such as Google Meets, Canvas Conferences and other platforms as deemed necessary. Virtual meetings may include individual, small-group or whole group instruction, education or related service sessions via videoconferencing, livestreaming and/or recorded instruction or education sessions.

### **Student Privacy and Confidentiality Issues Related to Livestreaming or Recorded Lessons**

Central 301 staff may also utilize livestream in-person and remote classes and provide student access to recordings of in-person or remote instruction or education sessions. These livestream sessions and recordings of livestream sessions will include students' questions, responses to teacher questions, and contributions to classroom discussions. These recordings are not student records under federal or state law and will not be maintained by Central 301 on behalf of any students. Students participating in livestream lessons or watching recorded lessons should be located in a quiet, school-work designated space and/or using headphones to promote privacy and confidentiality. Student devices should be non-public facing. Students, parents or other caregivers or guardians must maintain information learned about other students who may be participating in a discussion or educational activity in a confidential manner in the same manner a student is expected while attending in-person instruction.

### **Student Behavior Expectations while Participating in Virtual Instruction**

Students participating in virtual instruction or education sessions are subject to Central 301's behavior code and consequences for violations of the behavior code. School staff will establish class norms and expectations related to appropriate behaviors and expectations for students participating in virtual instruction or education sessions. These expectations will apply to whole-group, small-group and individual instruction or virtual sessions. School staff will periodically access small-group virtual instruction or education sessions to monitor behavior and instructional expectations and provide guidance or directions to the students, but may not be present for an entire small-group session. Students are encouraged to report violations of the Central 301 behavior code or expectations and rules observed during virtual instruction or education sessions to a staff member.

### **Parent/Guardian and Student Recording or Publishing of Virtual Instruction or Education Sessions is Prohibited**

Parent, guardian or student recording, posting, publicizing or distributing any live or pre-recorded instruction or education sessions on any social media platforms or otherwise is strictly prohibited. If it is reported that an instruction or education session has been recorded, posted, publicized or distributed, Central 301 will take steps to recover and/or remove the improperly recorded, posted or publicized instruction or education material and pursue all civil and criminal actions available against any parent, guardian or student who violates this expectation.

### **Privacy Issues Related to Provision of Virtual Instruction Via Third-Party Platforms**

Please be aware that the use of third-party virtual platforms creates potential privacy risks, such as risks related to encryption reliability, unauthorized access, data breaches and/or student access to non-school sponsored content. While these privacy risks exist, our District is taking measures to ensure that privacy policies are in place to protect your student(s) personal information; unfortunately, with all these efforts there are still privacy risks that may occur.

We appreciate your continued partnership and flexibility during these exceptional circumstances.