

Online safety tips for Educators for remote teaching



Due to the current COVID-19 situation, educators had to adapt to new ways of teaching online. Thanks to various online teaching platforms, students are still able to learn and continue their education.

To ensure online safety when teaching remotely, it is important to adhere to the following tips:

- ✧ **Follow any advice or policies provided by the Working Group on guidelines for online teaching and the Senior Management Teams regarding remote teaching** – This will protect you and your students.
- ✧ **Be aware of the new classroom surroundings** – Should there be any use of webcams, videos and/or live streaming consider your surroundings. Ensure that no personal information is on display. Ideally a plain background is used.
- ✧ **Inform students what is expected of them** – Clear instructions should be provided. These instructions should also include rules regarding behavior, conduct and attire.
- ✧ **Only use school approved platforms to communicate with your students** – It is extremely important NOT to communicate with students using social media platforms or personal email accounts. Should you need to contact a student on an individual level, ensure that parents/carers are aware.
- ✧ **Distribute material which is age-appropriate** – Make sure that your students are not exposed to inappropriate material.
- ✧ **Apps and websites used should also be age-appropriate** – Refrain from making students download apps or access websites that require students to be a certain age.
- ✧ **Online safety should be integrated as part of remote teaching** – Due to the fact that students are spending more time online, it is important to create awareness about online risks they may be exposed to. Encourage fun offline learning activities to help students strike a balance.
- ✧ **Encourage students not to use official platforms to engage in personal discussions** – Students who wish to discuss personal issues, should be directed to official channels or helplines.
- ✧ **Personal Data should be kept private** – Do not share any personal information with students and encourage them not to share their personal information online.
- ✧ **Online issues such as cyber-bullying should be reported** – This may be done through the helpline 179.