Bhavan's R K Sarda Vidya Mandir, Raipur

Protocol for Parents

1) Kindly help students to **download and sign up** the prescribed ZOOM **software** for online classes and update it from time to time.
2) Students must login 05 mins before. The classroom will be locked after 10minutes of commencement of class.
3) Advised to use device like laptop/desktop, internet provider and microphone etc. for an uninterrupted class.
4) Keep a watch on the **notification/message/mail** from the school through QS app for online classes and inform your child accordingly.
5) **Parents must monitor and help the student, specially children of classes JKG to 2,** while attending the class. However, they should not interfere a conversation or raise a question of their own.
6) Motivate the child to **attend the class on time**.
7) The meeting ID/Password will be shared for respective classes as well as subjects **in advance for one week**. Save it properly for uninterrupted session.
8) **Avoid sharing the meeting ID/ Password** with anyone.
9) Provide a silent room with good light for the class.
10) Help child to **rename himself/herself as per school record** only. Not to be changed thereafter.
11) **Do not allow the student to eat, drink and attend a phone call or any other activity during a session.**
12) **Do not allow the student to hide/switch off video** throughout the session.
13) **Do not allow child to have virtual background. It must be white or black.**
14) **Do not allow the student move away from the online class unless it is very urgent.**
15) Motivate child to raise hand to ask question or any other doubt at the end of the session.
16) Students of classes 3 to 5 must be encouraged to keep notebook and pen/ pencil ready with them to take down notes, if any.
17) *Attendance will be given to those who attend the entire session*.
18) Due to sudden internet failure, rejoin the class with same ID and Password.