

## Online Safeguarding Policy & Instrumental Teaching Advice For Parents

**Online music lessons can be chosen as an option in itself and provide continuity of learning and progress though the Covid-19 pandemic. All parties need to be mindful of acceptable practice, particularly in regard to Safeguarding.**

**The following guidelines are recommended:**

- 1.The teacher will advise you on which online platform to use and how to set up the lessons. This is usually Zoom, where Original Sound Settings are recommended for instrumental lessons to avoid the platform cutting out violin sound as background noise.
- 2.The **email address** used for contact with the instrumental teacher should be a parental email address and **not** a personal student email address. Parents should provide a mobile contact number for themselves for cases of emergency/technical difficulties and may forward lesson links to their child.
- 3.The teacher may require the student to send a video recording prior to each lesson so as to assess more accurately the tone quality and the more subtle nuances of playing. **All recordings must be sent via the Parent** WhatsApp, Messenger, Email or transfer service. Any video/audio recordings sent by the teacher for the aid of the pupil are for private use only and must not be shared in any way.
- 4.**A computer or tablet is required** with sufficient broadband width to have a good video and audio connection. The device should be oriented in landscape format if possible.
- 5.**The lesson environment** needs to be somewhere where the pupil cannot be disturbed during the lesson. However please ensure that there is open and transparent visual and audio accessibility, and parents are within easy reach and contact. Pupils should stand for the lesson with their bow arm closest to the screen to give a side view for the teacher. Please set-up in a place that avoids back-lighting from doorways and windows.
- 6.**Bedrooms are not an appropriate place for the lesson.** Microphones are sensitive so you will need to make sure there are no televisions/game players or domestic appliances running in the same room. Unplug devices using Wi-Fi as this will improve the communication quality.
- 7.**It is important that the lesson starts on time.** Please ensure students have their instrument, music stand, pencil, notebook, music etc. ready in advance of the lesson. One advantage of working from home means that students (who are able to

tune) can be tuned and ready to go before they enter the online environment (see related resources below).

**8. Students must wear appropriate clothing** (i.e. no pyjamas). The teachers will not proceed with lessons where inappropriate clothing is being worn.

**9. No recordings of lessons are permitted unless previously agreed in writing.**

If agreed, students who wish to record the lesson may only do so for private use.

Recordings must not be distributed without the permission of the teacher.

**10. Please support the student** by either being present at the lesson (especially if they are very young or just starting out) or discuss with their teacher how you can assist and encourage their learning experience. Cultivate a mindset of curiosity and exploration. Let them know that this is going to help them learn and be an exciting new adventure.

The teacher reserves the right to stop the lesson if any of the safeguarding measures are breached or the pupil behaves inappropriately. Refunds and rescheduling of lessons under these circumstances is entirely at the discretion of the teacher.

#### **RELATED RESOURCES:**

- [How to tune a violin](#) [online blog with embedded video]
- How to tune a cello: [YouTube links] [basic cello tuning](#), [how to tune a cello](#).
- Standalone tuners: [online links] [from Caswell's](#), [from Amazon](#).
- List of tuning apps; [for Android](#), [for iOS](#).