



May 14, 2020

Dear Parents/Guardians and Students:

Re: Recording TEAMS Sessions

On behalf of the School District, we hope that students and families have found the transition to online learning to be a smooth one. If you are experiencing any challenges, we encourage you to raise them with your school principal.

As you may be aware, the School District is recording classroom instruction. Some students are also participating in one-to-one support sessions which are also being recorded. For students who wish to review what was discussed during online classes or one-to-one instruction, the recordings are available via secure weblink. We have found this to be extremely valuable to students who are unable to attend live broadcasts of classroom sessions as well as providing an opportunity for students to review lessons and instruction.

We appreciate that some parents may have privacy concerns about their students participating in this aspect of the online learning program. There are risks inherent in transmitting any information over the internet, and for that reason it is important that students follow the instructions provided by the teachers about maintaining the confidentiality of conference links and passwords.

It is not mandatory for students to appear in or contribute to recorded discussions that take place during class instruction. For those of you who have privacy concerns, your options are to either have your student listen to the live session, but not to activate the camera and/or microphone on their device, or to participate by reviewing the recorded sessions only. Families/students who do not wish to participate or appear in recordings can interact with their teachers by using the chat function in the video conference or by emailing questions or comments to their teachers. Students who wish to access one-to-one support sessions but who do not want to do so by recorded video-conference may be asked to connect with educators by telephone.

For privacy reasons, the weblinks for classroom recordings will not be publicly available, and students who wish to access recordings will need to follow the instructions provided by their school. All recordings are collected under the authority of the Freedom of Information and Protection of Privacy Act and the School Act, and will be destroyed at the end of the school year.

If you have any questions or concerns, please feel free to contact your school principal.

Sincerely,

A handwritten signature in black ink that reads "Gord Stewart". The signature is written in a cursive style.

Gord Stewart
Superintendent of Schools