

## Zoom FAQ and Opt-Out Notice for Families



As we transition to a Distance Learning model for the duration of the school year, you may see teachers holding office hours and enrichment activities via Zoom, a video chat application that is well-suited for moderately-sized groups and is quickly becoming the online meeting program of choice for schools and universities all over the world.

Gateway Public Schools has established best practices for using Zoom prioritizing the safety of your student(s). This includes using all of Zoom's latest security features, like host-started sessions, waiting rooms, disabling screen sharing, and, in some cases, room passwords. If you have any questions about our best practices, please don't hesitate to reach out to your student's teachers or school leaders.

Every school is using this powerful tool a little differently, so we wanted to highlight two important details for Gateway students:

1) *Students are not required to use Zoom.*

Out of respect for families' differing schedules, technology access, and student learning styles, no Zoom meetings will be required for your child. Your child is **invited** to use Zoom to connect with teachers for "office hours" and to participate in the optional enrichment Zoom activities Gateway teachers are planning to help your child connect with peers. All mandatory classwork will be posted on Google classroom, and no student will have their grade negatively impacted due to a lack of Zoom participation. Teachers are also available to students by phone and email during normal school hours.

2) *Zoom sessions may be recorded.*

In order to accommodate students whose schedules prevent them from participating live, many Zoom activities and meetings may be recorded for students to view later. Recordings with students visible will only be used internally for student and staff educational use and will **never** be shared outside of Gateway.

If you would prefer your child not be recorded during Zoom activities, please reach out to school leadership via email to **formally opt out** and discuss alternate arrangements.

We are excited about the potential of Zoom activities to help facilitate distance learning and appreciate you and your child's flexibility while we collectively learn to master this new tool.