

Our ref: JFM/JC

12 February 2021

Dear parent/carer

### **Recording Live Lessons and Video Calls**

We are getting in touch to let you know that we may need to record certain online lessons and video calls that your child attends.

The recordings will help us to keep check on our Academy's practices, just like we would usually do by dropping into lessons or speaking to students around the Academy.

In every instance, we will carefully consider the need to record, and will only do this if we deem it necessary to help deliver education or to keep our students and staff safe.

For example, we may need to make recordings to:

- Help students catch up on missed learning
- Help us deal with any concerns about inappropriate staff or student behaviour
- Monitor remote teaching practice to help our teachers improve and learn from others

Please be assured that we will store recordings securely and delete them when they are no longer necessary.

Please contact me if you have any concerns about the above to discuss this further.

Thank you for your continued support.

Yours faithfully



**Mr Jamie MacLean**  
**Principal**

**Dover Christ Church Academy**

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