



# Virtual LEARNING

## Asynchronous Learning Environments and Recordings

We know that educators are eager to be back with their students in their classrooms. At this time, when in-person learning has paused for many educators, ETFO is providing this resource to assist members in exercising professional judgement, delivering quality learning and supporting students.

ETFO's position on in-person learning remains unchanged. The union firmly believes that the daily, in-person model of instruction and support best meets the educational, developmental and social needs of students, provides the best experience for support, and is the most equitable learning model for all students.

ETFO's expectation is that elementary virtual learning in any capacity, including through hybrid models of instruction, will end once the pandemic ends. Your union will continue to demand action from the government, school boards and public health units to ensure in-person learning and support can resume quickly and safely.

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## Recording Asynchronous Lessons and Security Issues

It is fair to be concerned about what takes place in a virtual classroom and how it might be perceived. Wherever possible, members should ensure communication with students is done in a group setting rather than individually.

Think of how to keep the “virtual classroom door” open while continuing to instruct students. Understand that a virtual classroom may have many ears listening, including parents and guardians. There may be many interpretations of what is being taught and, potentially, some room for misinterpretation. Having a prepared plan for a lesson that is followed and kept as a record is a good practice. Taking notes as questions or new issues arise online, and keeping notes of responses, is also a good practice.



## Recording Students Requires Consent

**Recording of students cannot occur without the consent of a parent or care giver.**

A recording is considered the personal information of the student, so keeping recordings creates issues around security of storage, length of storage, notice to parents upon destruction of recordings, etc.

All recording must be done in compliance with relevant school board policies. Board policies may include obligations for employees around the collection, retention and destruction of personal information.

Issues arise around the purpose of the recording, who will have access to the recording and how the recording may end up being used or shared. For example, could administrators attempt to access your recordings and attempt to use them in your performance appraisal, or to impose disciplinary action?

In some respects, recording the classroom could be compared to instituting surveillance, and that is not an action that would be encouraged in classroom settings.

## Be Aware That Others May Be Recording Without Your Knowledge

Members are reminded that, even if you are not recording a meeting, that meeting is not necessarily private.

It is possible that the meeting is being recorded without your knowledge by someone in the student’s home (irrespective of whether that individual is allowed to make such recordings). In addition, an individual board may have digital policies that involve some degree of monitoring of their staff’s online activity. Members’ online activity must remain professional at all times.