



JRC Student Virtual Classroom Charter – Zoom

Due to the Governmental update, we have made the difficult decision to withdraw JRC classroom courses for the foreseeable future. We have re-programmed our courses via a virtual platform called Zoom.

To assist you as much as possible with this transition, we will be providing you with drop in sessions on how to use zoom and providing you links and guides which will be available on our website www.recovery.je/news

Jersey Recovery College has a [Student Charter](#) which is available to view and provides guidelines on what is expected from you and from Jersey Recovery College. We would like to inform you of some additions to this from our transition to a virtual classroom.

Additional points for Students:

- Please have your camera on to get the full experience of attending a JRC virtual course
- Please have your microphones on mute while trainers are talking. You can unmute when you're talking and in breakout groups.
- Students are to have only their first name and first initial of their surname.
- To respect our trainers and student's privacy and confidentiality, please do not record or save chat sessions in the virtual classroom or discuss personal details shared outside of the virtual classroom environment.
- A suitable environment for you to attend the course online – free from distraction/ other household members. Consider removing any personal items that may be in view, such as family photos.
- All students are to be registered via JRC's website and be a resident in Jersey. It may be tempting to invite other household members to listen, however, to ensure the safety and confidentiality of our students, we ask you refrain from doing this. JRC has a register of those students enrolled on the course. If they do want to attend, they will need to follow the same enrolment process and use a separate device to make sure they get the most out of the interactive online session.
- Should any student shows disrespectful behaviour, you may be asked to leave the virtual classroom.

Additional points for Trainers:

- Support and guidance using the program Zoom where possible.
- Trainers will visible as a member of Jersey Recovery College (wearing a blue t-shirt and clear names noted as JRC).
- Trainers may mute your microphone if this has not been done when required.
- To respect our student's confidentiality, JRC will not record or save chat sessions in the virtual classroom.
- In an emergency the trainers will call the emergency services.
- Trainers should use the emergency contact to inform them of the situation, if help within their household is not possible, or they are unaware. Where possible trainers will gain consent before the student is taken to hospital.