

Frogmore Dance School

TEACHING MEDIA POLICY

Teaching media is part of the teaching process and filming and watching back choreography is an integral way of learning and retaining Dance information and choreography as a practice aid.

Aim:

- Frogmore Dance School will strive to keep students as safe as we possibly can while using media as a teaching tool.

Storage of teaching media:

- Any teaching media taken will be recorded on the Frogmore Dance School iPad and uploaded to the Google Drive via this device.
- No teaching media, photos or videos of students will be taken on a teachers personal phone.
- Any teaching media deemed for student use will be shared with parents and via a Google Drive.
- The Frogmore Dance School iPad is kept at the hall in a secure location and password protected. The password is only known to current to teaching staff of Frogmore Dance School.
- Access to the Frogmore Dance School iPad and Google Drive will not be given to any external member of the FDS community.
- Access to view or upload teaching media will be approved by the principal.
- Any teaching media supplied to parents and students, remains property of Frogmore Dance School and is for students personal use only. No media should be shared to the public or posted on social media.

Removal of media:

- Once teaching media is deemed no longer needed. It will be removed from the Google Drive and archived on FDS devices by the Principal.