

The American School in London

Virtual Reality (VR) Policy

The current version of any policy, procedure, protocol, or guideline is the version held on the ASL website. It is the responsibility of all employees to ensure that they are following the most up-to-date version.

Responsible party	Director of Technology
Approved by	Director of Safeguarding and Compliance
Approval date	March 2025

Objectives

Virtual Reality (VR) refers to computer-generated environments that allow users to engage in a three-dimensional, immersive experience. VR technology can enhance learning and engagement in a K-12 educational setting, providing students with unique opportunities for exploration, developing empathy, and increasing critical thinking skills.

The American School in London recognizes the benefits of Virtual Reality in education and establishes this VR Policy to guide appropriate use and behavior. This policy is to be followed in conjunction with other school policies, including the Personnel Responsible Use Agreements. It applies to all employees, contractors, substitute teachers, athletics coaches, casual workers, trustees, temps, and volunteers engaged by the school in any capacity.

The use of Information and Communication Technology (ICT) at ASL is a privilege, not a right, and inappropriate use may result in a cancellation of those privileges. Based upon the terms in this agreement, the Technology, Information, Literacy, and Media (TILM) department's collaboration with the administration will determine inappropriate use.

General Procedures and Educator Expectations

Teachers must consult with divisional Technology Coordinators before incorporating VR headsets into classroom activities. This will ensure that:

- Teachers have participated in a VR training with a Technology Coordinator.
- Teachers understand the General Procedures and Educator Expectations (below).
- VR equipment is used in a developmentally appropriate manner.
- A lesson or activity has been prepared to support a VR experience.
- If no training has been undertaken prior, a Technology Coordinator or other VR-trained support faculty can be booked to attend your class to support the lesson.
- Lower School students must have parent permission to use VR headsets. Contact the LS Technology Coordinator to prepare permission slips in advance.

Reserving the VR Headsets:

- Reserving the VR headsets should be made at least 1 week prior to the lesson. This will help to ensure VR availability for all ASL instructors.
- Reach out to your divisional Technology Coordinator to arrange reserving the VR headsets.

Procedures for Teaching and Learning with VR

Teachers must provide clear expectations for students regarding the use of VR headsets in their classes. Setting clear expectations and instructions on proper use of VR equipment will ensure students are using the devices safely.

For Students Using a VR Headset

- Teachers must review student health records to ensure appropriate use of the headsets. If a student has experienced epilepsy or seizures, the teacher must receive consent from the parents before using the headsets with the student. Alternatively, a student may view the VR content from the teacher's computer instead of using a VR headset.
- Teachers must make students aware that VR may cause disorientation, dizziness or nausea. If this occurs students should remove the headset immediately.
- Students must stop using VR headsets if they experience dizziness or disorientation.
- Students must remain in their designated space at all times while using the VR headsets.

For Students Outside of a VR Experience

Students must remain respectful to other students who are using the VR headsets:

- Don't touch, make loud noises, or walk close to a person in a VR experience.
- Be aware that a person using a VR headset may make sudden movements.
- Attempting to scare a person in a VR experience can trigger fear or cause disorientation for the user.

Screentime - the following are recommended guidelines for the appropriate total amount of time that students should engage with VR headsets during a classroom activity. It is recommended that students receive breaks from the headset during the activity.

- Kindergarten 1 and 2, up to 3 minutes or less
- Grades 1 and 2, up to 5 minutes or less
- Grades 3 and 4, up to 7 minutes or less

- Middle School, up to 10 minutes or less

- High School, up to 15 minutes or less

Classroom Instructions

- Prior to each session, teachers must provide clear instructions about proper VR use with their students.
- Teachers must explain the VR experience so students know what to expect. This may help create awareness around phobias, triggers, or other concerns before beginning the VR experience.
- Students must listen to the teacher's instructions while using VR headsets.
- VR headsets must be handled with care.
- VR headsets must be wiped down with alcohol-free disinfecting wipes after each use. If available, a disposable face cover may be used with the VR headset.
- Students may not use VR headsets without permission from their course teacher.

Expectations for VR Use Outside of Regular Classes

Use of VR sets for events outside of regular classes (e.g. Global Festival) must be approved by the Director of Technology. Contact the divisional Technology Coordinator to arrange for the VR headsets to be used at least 1 month prior to the activity. Upon approval, additional training may be required before the VR headsets can be used for the activity.

Data Privacy and Security

- Users must avoid entering private or confidential information into VR applications.
- Users must adhere to the terms of service outlined by VR applications, including any age and location restrictions.
- Users must use their ASL accounts.

Ethical Use of VR

Users are expected to use VR applications ethically, avoiding harmful, discriminatory, or misleading actions or processes. VR-created content must follow the ASL Responsible Use Agreements and align with our Core Values.