1. YOUR ENVIRONMENT
- I feel safe and comfortable in my chosen environment, with minimum disturbance from outside
- I am familiar with the IT, and ready to go 2-3 minutes before the session starts
- I know how to:
  - mute and unmute myself
  - be visible or not
  - send messages privately to the teacher

2. ONLINE ETIQUETTE
I am willing to:
- Observe confidentiality regarding anything said by another participant
- Keep my microphone on mute during meditations for maximum peace and quiet for everyone
- Refrain from using chat function unless invited to do so by the host, to minimise disturbance for all
- Use your video function in a breakout room in pairs (in the main group, it’s up to you whether to use your video)

3. CONCERNS AND FEEDBACK
- I have informed the teacher of any special requirements prior to the session
- I know where to leave feedback (positive and/or constructive) online: here
- If I experience discomfort or distress in a session, I know what to do:
  - I can end the session at any time
  - I will let the teacher know (so we know whether you are okay, or not)
  - I know where to seek support: Student Wellbeing pages / Staff Wellbeing Pages

<table>
<thead>
<tr>
<th>Mindfulness Teacher</th>
<th>Counselling Service</th>
<th>Medical, health</th>
</tr>
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<tbody>
<tr>
<td>For meditation/mindfulness concerns</td>
<td>For emotional or mental health concerns</td>
<td>For concerns about your physical health</td>
</tr>
<tr>
<td>Online Q&amp;A: see Timetables</td>
<td>Arrange a counselling session</td>
<td>The NHS and Healthcare Disability Resource Centre</td>
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<tr>
<td>1to1 support: email teacher</td>
<td>(Including changes due to COVID-19)</td>
<td></td>
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