



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

## Virtual Platform Safety Considerations

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The Office of the State Superintendent of Education (OSSE) does not promote the use of one virtual platform or tool over another, with regards to continuous education of pre-K through grade 12 students in remote and blended learning settings. Rather, OSSE recognizes that each local education agency (LEA), school, and/or educator may choose to use different virtual platforms and tools for different types of virtual instruction settings, grade levels, subject areas, and student populations. However, in selecting and using virtual platforms for continuous learning, OSSE strongly encourages all LEAs, schools, and educators to follow these considerations to ensure the safety and security of all students, families and educators.

- **Session invite and password.** To strengthen the security of an online learning session, educator hosts should only share the unique meeting ID number or “join link” with known participants, such as enrolled students and their families. Similarly, educators should use secure methods, such as email, to share the password to join an online session.
- **Disable participant screen sharing.** Only the educator host should be able to share their screen unless a participant is granted sharing permission by the host, after the host verifies the identity of the participant.
- **Enable the waiting room.** Participants should remain in the meeting waiting room until they are admitted by the host, who will verify their identity prior to admitting the person to the session.
- **Disable annotation.** Participants should not be able to annotate on the host’s presentation unless the function is intentionally enabled in-session.
- **Control recording capabilities.** The host should disable all participants’ ability to record.
- **Disable participant video.** The host should control all video capabilities of participants and will ensure that no participant’s video feed is turned on unless the host can confirm that they are a legitimate participant.
- **Mute all participants by default.** The host should ensure all participants are muted by default although it is permissible to unmute for questions and dialogue, once the identity of a participant is confirmed.

For questions, please contact Annette Thacker-Bartlett at [Annette.Thacker@dc.gov](mailto:Annette.Thacker@dc.gov).