

Guidelines for participation in online sessions with Anthea Sweet updated 19thth May 2020

Your health

If any new health issues or injuries arise since you completed a health questionnaire or since your last session, you must inform me as far in advance as possible and before the session. We may need to have an online meeting to discuss this.

If you are unwell, you must inform me as far in advance as possible and in order to avoid any additional stress on your body you should not attend class until you are better:

- During the Covid19 pandemic, follow government advice regarding cold/cough/flu/fever symptoms or respiratory difficulties.

Setting up your space

For yoga, arrange as much space as possible, somewhere quiet with good lighting and with your pc/tablet in a good place (we will experiment with this in your first session). You will need:

- a yoga mat (or a non-slip substitute)
- a blanket
- a yoga block (or substitute, eg a book or firm cushion)
- a yoga belt or stretchy theraband (or substitute, eg two men's ties tied together or a dressing gown cord)
- for relaxation sessions, a bolster and/or some cushions for support

I have arranged a discount with the following yoga equipment supplier, use the code SZOF1TD3E8Q7 at the checkout: www.yogaunited.com

For Morning Bytes, you need to be sitting comfortably in a quiet space. Note that at the end of the session a gong will sound and I will end the meeting, leaving you in meditation for as long as you wish.

For Tuesday Self Care, a mat, block/book and a band will usually be enough.

Turn off mobile phones for the duration of the session. Tell your family you're busy 😊

Using Zoom and your device

Your device:

- If your device has no webcam, you will still be able to see me and follow the session but I won't be able to see you. **NB:** this and any times during the session when you are out of view are specifically cited in my insurance cover as a situation in which I have no liability.
- Zoom is heavy on power: charge your device fully or use a mains lead and close other applications.
- If you can, hook up your TV as your monitor, through HDMI/AUX/AV leads, for a better view.

Access to the session:

- You will receive a link to register for your session the day before or early the same day.

- Register in good time. After registering, you will receive a further email with the link to join the meeting at the appropriate time:
 - If you find the emails are slow to come for you, save the link when it is shown on the "Registration Approved" screen.
 - You can register again and join straight from registration page by pressing "Join meeting in progress".
- For your first session, join a few minutes early as Zoom needs to download.
- When you join, you will be placed in the "waiting room", I will bring you in near the start time.
- For Morning Bytes and Tuesday Self Care, if you cannot make it on a particular day, register anyway and you will get a link to any recording made that day for your own practice – sometimes video, usually just audio.

Top right hand corner of screen:

- You can switch full screen mode on/off here
- Switch between Gallery view (to see me and other participants) or Speaker view (to see only me)

Hover over the lowest part of the screen to reveal the menu:

- Mute/unmute. Being muted hides any background noise from you from the wider meeting. To speak, you can "unmute" with the microphone button.
- Video on/off.
- There is a chat facility available, in case of audio problems.

Zoom can freeze sometimes if the internet connection is not completely stable, it usually rights itself, if not leave the meeting (shown in red) and join again using the same link.

I will be recording sessions so that I can review them to refine my delivery and potentially make them available to anyone who missed it. I will make it clear when I am recording. Recordings show only me in the frame so anonymity is preserved.

Bookings and payment

All bookings should be made online through my website: <https://www.bodysenseyoga.co.uk/yoga/yoga-classes/>.

I offer the following for free but you should still book through the website:

- For Morning Bytes during Covid-19, my primary concern is to get these sessions to as many people as possible at a time of need, and I offer them for free to ensure they are accessible to all and we build a community. However, a few people have indicated that they would like to make a contribution, asking for a suggested amount. There is absolutely no pressure to do this, but if you feel you would like to, I can suggest £1 - £2 per session, perhaps sent on a Saturday when you can tot up how many you've attended that week. It will be much appreciated, thank you.
- Tuesday Self Care is also offered free of charge to my therapy clients whilst hands-on treatment is not available. However if you wish to make a contribution, I suggest £2 - £3 per session. Thank you. I am offering a free 15-min online consultation to all clients if a particular issue or injury arises for you, please let me know if you would like to book in.
- If you do wish to contribute for either of the above:
 - By bank transfer to sort code 404784 FIRST DIRECT, a/c 34818423 A F SWEET, please put the class name in the reference field if possible.
 - I also accept PAYM payments to 07774 250830.
 - (Please do not pay using my email address via Paypal, as it is not a business account.)

Anthea Sweet

07774 250830 anthea.sweet@gmail.com www.bodyseneyoga.co.uk

Disclaimer – live online streamed classes

This class is a mixed ability level and is suitable for all fitness levels. This class is not suitable for pregnant women. To take part in this class you will need a yoga mat (or something similar), a towel and some water to hand to make sure you stay hydrated.

You are about to take part in a class which will be live streamed to a restricted number of participants. During the class, you (or anyone else who comes into the frame, including children) may be visible to other participants. Please switch off your video if you do not wish to be seen by other participants or may be disturbed during the class by other people. You will be informed of any recording of the session and given the opportunity to object or comment.

IMPORTANT NOTICE

Although there are tremendous benefits to overall health and wellbeing, yoga can be physically challenging and carries with it risks that cannot entirely be eliminated. These include the risk of personal injury, or the exacerbation of existing injuries or conditions, or damage to property around you during your participation.

Please note that although you may appear on video link during the live stream of the class, the instructor may not be able to see you clearly or instruct you individually as is possible in a face to face teaching scenario.

Participant Rules:

- Please follow the British Wheel of Yoga “Student Guidance –remote sessions” guidelines (see below).
- You must act responsibly and sensibly at all times.
- You must not participate if you are pregnant or under the influence of alcohol or non-prescription drugs. Neither your teacher nor the British Wheel of Yoga (BWY) are qualified to express an opinion that you are fit to safely participate in any BWY organised sessions or any BWY trained teacher’s yoga classes.
- You must obtain professional or specialist advice from your doctor before participating if you are in any doubt
- Clear enough space to safely carry out the exercises without hitting items around you
- Check that the device you are using is securely positioned and will not interfere with your movement.
- Listen to your body. Follow any safety instructions or suitable modifications or adjustments to the exercise as instructed.
- Never continue with a class or a movement that is too difficult for your level of experience or ability, or if you feel any discomfort.

In the absence of any negligence or other breach of duty by your teacher, participating in this yoga class is entirely at your own risk.

By accessing and participating in this class you confirm that you have read and understood this disclaimer.

Disclaimer – pre-recorded video/audio material

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- Listen to your body. Follow any safety instructions or suitable modifications or adjustments to the exercise as instructed.
- Never continue with a class or a movement that is too difficult for your level of experience or ability, or if you feel any discomfort.

Please note, this video/audio file is a pre-recorded session and cannot be adapted to suit any particular requirements you may have. In the absence of any negligence or other breach of duty by your teacher, participating in this yoga class is entirely at your own risk.

Intellectual property: The copyright in this video/audio recording is owned by Anthea Sweet. Reproduction, transmission or sharing of the video/audio file (in part or full) is strictly prohibited without the prior consent of Anthea Sweet.

By accessing and participating in this class you confirm that you have read and understood this disclaimer.

British Wheel of Yoga

Guidance for students:

Maximising the experience of a remote yoga session

5th April 2020

Being in a remote class is a different experience to being physically present with a teacher in a group setting. You may be attending remotely because it is not possible to physically attend your regular local class, or you may attend a remote class because it offers the opportunity to work with a teacher who ordinarily lives too far away for you to attend regularly.

Remote teaching is offered by BWY teachers in a number of formats. You may be attending a live streamed secure session that enables interaction between you, the teacher and the other participants, or you may be watching or listening to a pre-recorded session that has been provided by your teacher. BWY best practice guidelines stipulate that live streamed secure sessions with teacher/student connectivity and interaction are the optimum model for remote teaching; but this will not always be possible or practical.

Therefore, in whichever way you are enjoying your yoga practice; the following guidance notes will help to make sure that your experience of remote teaching is as enjoyable as possible. Following these guidelines will enable you to maximise your experience of remote sessions and, in live streamed classes, to connect with the teacher and your group, albeit virtually.

Health Questionnaire and Assessment

Before taking part in a remote session you must have completed a health questionnaire and acknowledged your understanding of the remote learning disclaimer. If you are an existing student you do not need to complete an additional health questionnaire but you will still need to acknowledge the remote learning disclaimer. Teachers draw your attention to this disclaimer in different ways, usually by inclusion in their documentation or emails. If you are a new student to your teacher, you must also go through a brief online assessment interview. This is a one off process. A verbal screening before each session will still take place and this is when you should bring to the attention of your teacher anything that is new and current, in relation to your health, for the session you are about to participate in.

Your Responsibilities

Remote learning has insurance implications and responsibilities for you as a student/participant. BWY teachers are fully insured to teach remotely, either live streamed or pre-recorded, on a secure platform, to a private audience. However, they are unable to risk assess the space in which you are practising, or you, to the same degree that is possible in face to face teaching.

Therefore, you must be aware that by participating in remote sessions you agree to be responsible for ensuring you are practising in a suitable remote environment, and that you are healthy enough to participate. All BWY teachers follow "best practice guidelines" and it is your responsibility to follow these student guidelines, as your commitment to keeping yourself safe and injury free.

GDPR

If you are taking part in a live streamed session that is being recorded you will be asked in advance to give your consent to this, in accordance with GDPR legislation.

Guidelines for Optimum Learning in Remote Sessions

1. You will be sent a private invitation or link to a live streamed secure remote session, or a pre-recorded session will be shared with you personally. No links, passwords or access to any sessions, whether live streamed or pre-recorded should be shared with anyone else.
2. There may be a "waiting room" facility on entry to the session in order for the teacher to keep the session private and only available to those people invited
3. If you are using the technology of the remote session for the first time allow 15 mins prior to the session to begin with, to enable you to get set up properly, be comfortable and in the right place.
4. Use an ethernet cable to connect your device to your router if possible. Close all other web browsers and data heavy applications so that your internet connection is secure and stable, and you minimize any drop in signal.

5. Mute alerts on your phone and the device you are using for the session.
6. Think about connecting your laptop to your TV via an HDMI cable to give you a bigger screen. If you want to do this, have a trial run beforehand to make sure you can do it easily on the day.
7. If you are in a live streamed secure session arrange your screen so that your teacher can see as much of you as possible and then you won't have to keep moving the screen or adjusting yourself. You will probably need to be a minimum of 6 feet away from your device. You may also need to adjust your lighting so that your teacher can see you clearly and you can avoid screen glare, silhouetting and shadows.
8. Your teacher will let you know in advance what equipment you will need; make sure you have everything ready beforehand. This includes any props (e.g. blocks, belts, blankets, cushions) notebook and pen/pencil and water.
9. Dress as you would if you were attending a face to face yoga class. This will eliminate the possibility of any embarrassing wardrobe malfunctions! Remember, in a live streamed secure session other people in the class maybe able to see you on their screens.
10. Make sure you have plenty of room to move your arms and legs and that the space around you is clear and safe.
11. In a live streamed session don't have any music in the background because it can distort and/or be in competition with your voice if you do need to speak to the teacher. You can mute your microphone when not speaking.
12. If you are in a live streamed secure session opting for gallery view (if your teacher is permitting this) will bring images of all participants onto your screen and you will have more of the experience of a group class. Depending on the size of your screen this might not be practical. Experiment and see which works best for you. The downside of this is that the image of your teacher will be smaller, but your teacher may choose to "pin speaker" so that he/she remains as your main image throughout, with the other participants images much smaller.
13. If your teacher is not "pinned" the main image may switch to whichever participant makes a sound so keep your microphone muted once started, unless you are in a group chanting or philosophy discussion. In a live streamed secure physical session, you can use the chat or "raise hand" button on whichever online platform you are using, if you need to speak to the teacher.
14. All teachers operate differently in remote sessions. You may be able to see and interact with the other group participants or you may not. Therefore, if you cannot see or hear the other participants and you ask a question, be aware that everyone in the session will hear the answer. Please consider this and only ask questions if you are happy for the whole group to hear the answer. You can always speak privately with your teacher either before or after the session.
15. Laugh – it's a new experience so don't worry about being perfect. Be human, be authentic, be you and enjoy!