



Head Teacher: Mrs E Armstrong

Remote Learning Platform

Dear Parents,

Please find below your child's username and password to access their class Microsoft Teams page that we will be using if your child's year group needs to close due to a case of COVID-19. When you access the page, you will find lots of information provided by Microsoft to support parents and children in navigating their way around the resources available. We will also provide support and resources on our website. Go to <https://www.office.com/> to log into the class Teams page.

| Username | Password |
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Our aim is to provide an effective learning environment for any pupils required to self-isolate. In order for the class Team to be a positive and safe learning environment, we ask that pupils follow these guidelines.

Timings

- We only expect you to access Teams during the normal school hours. Teachers will only be online during the school day too. We understand your parents may need to help you upload work to your page after school hours.
- Try to have breaks from the screen. Teachers will include on the timetable some screen free activities.

Messages

- If you have questions about any of the work set, you can post a message. Each subject has a 'channel' so try to post your message in the correct channel and remember that all posts are seen by the whole class.

Video Calls

- There will be daily opportunities for you to take part in a video call. These will be set up by your teacher. Children do not have the facility to video call each other.

Concerns

- If you have any worries or concerns about anything you have seen online, please let your parents know and they can email your teacher.

Your child's teacher will be online during school hours. They will be responding to children's questions, checking any work submitted and running face-to-face video calls daily. Parents can continue to use the year group email address to contact the teacher privately. Staff are also available in school to support your child or yourself. Please telephone the school office and a member of staff will call you back as soon as possible.

Further information will be provided in the case of a year group closure. This will include more specific information about what teachers expect the children to do each day and how we will support parents through the process.

Kind regards

Mrs Jill Sach

Deputy Head
Bexton Primary School