



How to access remote learning using Microsoft Teams.

Remote Learning will start from Monday 11th January

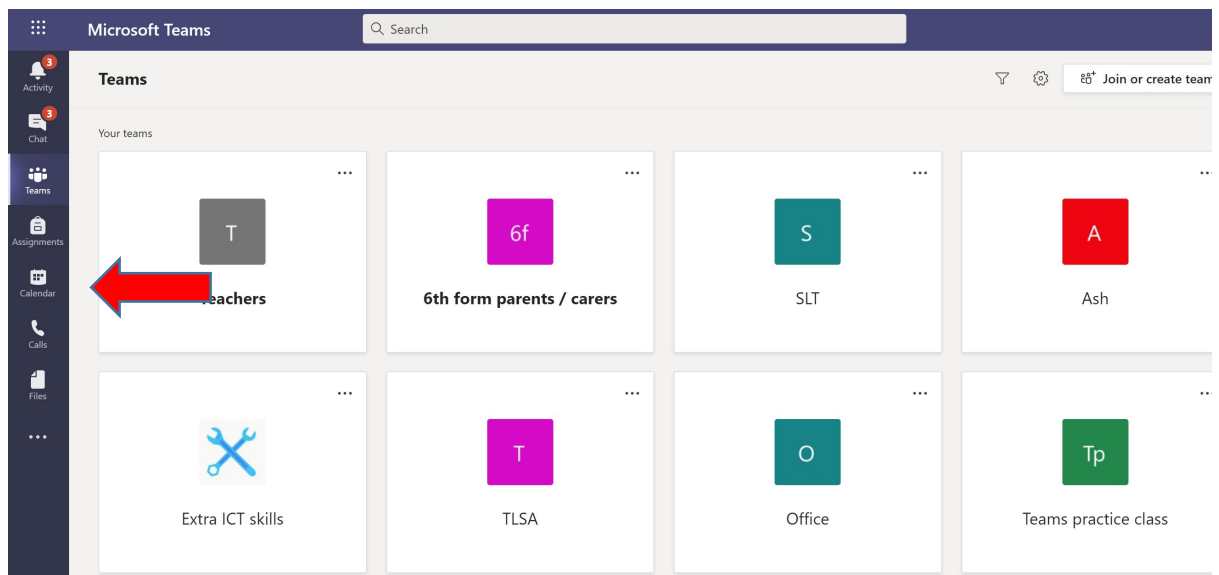
Lessons will be delivered by teachers on Microsoft Teams. This will enable students to interact with their teachers and their classmates. A remote learning timetable for your child's class will be available on the school website. This will explain which lessons you can join on Teams.

You can access Microsoft Teams on any device (laptop, tablet or smartphone) that is connected to the internet in the following ways:

Either by downloading the Teams app from this [link](#) or via the internet web browser. Go to www.office.com then log in as prompted using the **student** log in and password that has been provided.

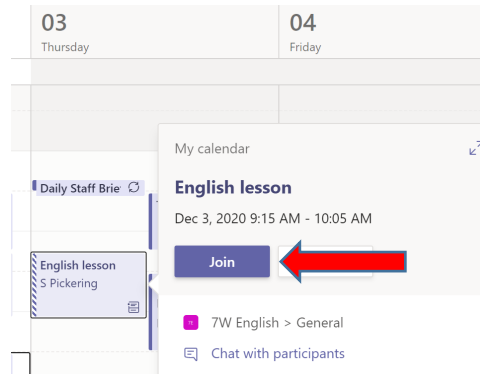


1. On the left hand side you will see the Teams icon. Click on this
2. Then click the calendar icon on the left hand side





3. Go to the lesson invite for that day and click to join the lesson.



4. Once the lesson has started please mute the microphone until the teacher asks you to talk to avoid the interference of background noise.

