



## **Remote Learning – Information for parents**

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## If a Class Bubble Closes

The class teacher will keep in touch with the children in the class via Teams, and will upload the work for each day to the VLE. The work will be found under **Projects**. All children have been shown how to log on to the VLE, and log on details have been sent home.

The class teacher will email an invite to parent's email addresses to arrange a daily morning Teams meeting to talk through, with the children, the work for the day. Teachers will have been provided with a contact email list for their class. Microsoft Teams will allow communication between the whole class. They will have the ability to ask and have questions answered. The chat facility is also available for asking questions.

Through the VLE, the children can access the learning at home and complete tasks. For some tasks, the answers will be provided and they can self-mark. For other tasks they will need to send the work in to be marked. Some of this work will be set as a homework task on the VLE Homework page. For some piece of work, the children can use word or publisher and then attach this to an email to send in to their teacher. They each have an email account linked to their VLE login.

Children are expected to attend the daily meeting and complete their school work as they would in school.

If your child is unwell, please phone in to school as usual to report a pupil absence.

If you do not have internet access or access to a device from which you child can log in to our VLE please let us know.

## Accessing a Teams Meeting – Guidance for parents

Over the next few weeks we will be hosting Team meetings for groups of children, and as there were some technical hitches we thought we would provide some information about accessing the meeting.

First please check that your date and time settings are accurate, and set to UK settings.

You can either join a Teams meeting via an app or through the web if you haven't downloaded the app.

### Join a Teams meeting from the app

In a Teams meeting invite, select **Join**.

Join Microsoft Teams Meeting: Enter a meeting from your **Teams meeting invite**.

Choose the audio and video settings you want.

Select Join now.

### Join a Teams meeting on the web

If you don't have the Teams app, you can still join a Teams meeting.

In your email invite, select **Join Microsoft Teams Meeting**.

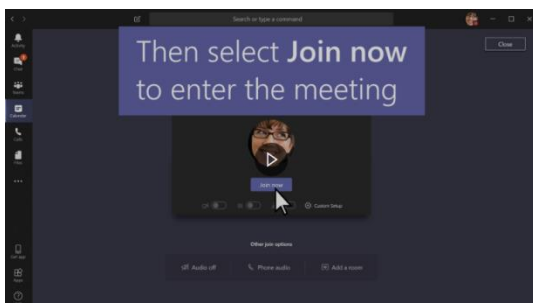
1. You have two choices:
  - **Download the Windows app:** Download the Teams app.
  - **Join on the web instead:** Join a Teams meeting on the web.
2. If you select to join via web, type in your name and select **Join now**.

If you have a Teams account, select **sign in** to view the meeting.

Choose the audio and video settings you want.

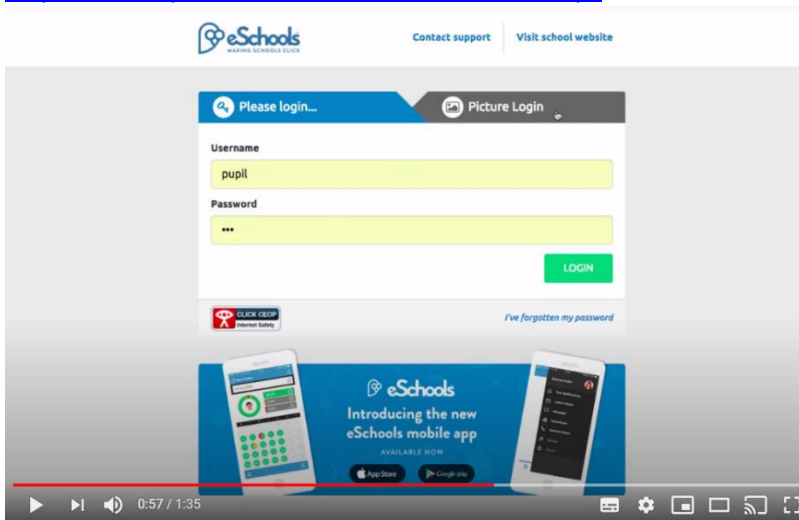
Depending on meeting settings, you'll go to a lobby where attendees can admit you.

Follow this link to see what joining a Team meeting looks like...



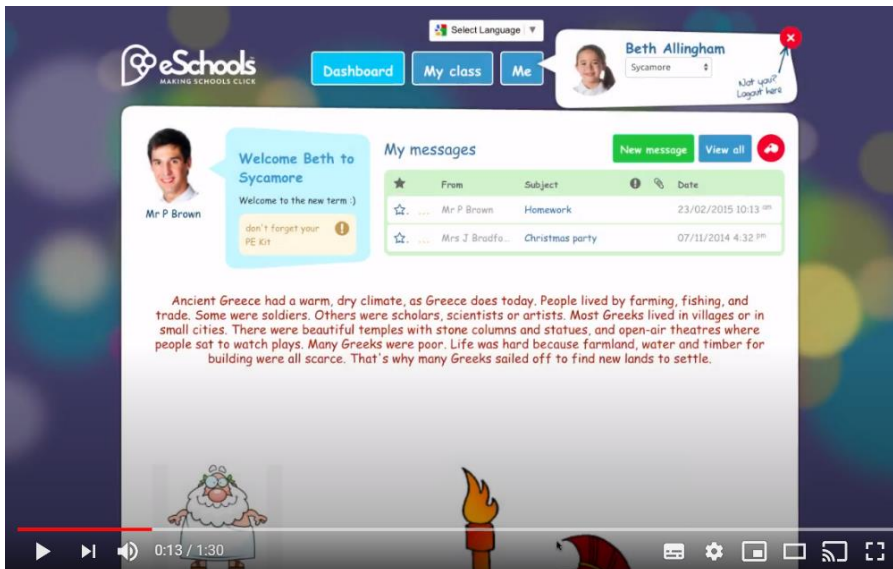
## How to log in – Pupils

<https://www.youtube.com/watch?v=L0SXZ880qvl>



## How to access Homework / Home Learning tasks - Pupils

<https://www.youtube.com/watch?v=Yi48eDbU-Kg>



## eSchools How to videos

<https://www.youtube.com/channel/UC4BW8V9hx-7WYBMpa7HfBcw/videos>