

What happens if your child needs to isolate due to Covid-19?

Please help your child to be ready to continue their learning:

1. Make sure your child knows their email password so that they can access all the **Office 365 tools** from any device at home
2. Make sure they have access to **Class Charts** (via your device or their own)



How will your child continue their learning?



If your child does not have IT and internet access, we will liaise with you to find the best solution.



If your child has IT and internet access:

- All Distance Learning will be set via Class Charts
- Using Office 365:
 - Students should check their Outlook(school) email each morning
 - Use Outlook calendar to plan their day's learning
 - Resources may be shared via SharePoint



If they need to isolate for longer than 1 week, and it is appropriate and possible to do so, we may invite them to Teams lessons and events.



If this happens they will receive instructions, an email alert for the session, and it will appear in their Outlook calendar.

Students could also:

- Practice checking their **emails** once a day
- **'Bookmark'** useful pages in their browser (Outlook, Class Charts, SharePoint)
- In SharePoint, **'follow'** subject pages that are relevant to them, so they are easy to find from the homepage
- Use their **OneDrive** space to store their work so that it is easy to share and send if required
- In OneDrive, **organise their folders** by subject and topics/ projects

