Dear Parents and Carers,

I am pleased to let you know that we have a new remote learning platform that we will be using in school and your children will be able to access at home. The remote learning platform we will be using is Teams, which can be accessed using search engines or by using the link [Microsoft Teams | Group Chat, Team Chat & Collaboration](https://www.microsoft.com/en-GB/microsoft-365/microsoft-teams/group-chat-software). It is also possible to download the Microsoft Teams App to a phone or ipad. Your child’s username and password are written on the back of this letter along with a help sheet for using Teams. We would appreciate it if you could log onto the account and become familiar with using it just in case your child finds themselves self-isolating.

We are also planning to use this platform to share some exciting projects with you. For example, the videos for POP UK, the Christingle and the Nativity will be available on here for the year groups who are involved. Furthermore, each class will be timetabling a slot in the last week where you can join them live via video in their classroom. We hope to include more chances for you to join us live in the classroom after Christmas too.

We appreciate that some families might face technological difficulties with accessing this platform, however we are confident we can help overcome these so if you would like to discuss any problems that arise (including needing to borrow a laptop to access the platform), please do not hesitate to contact school and arrange a time to meet.

Yours sincerely,

Mrs Booth

Assistant Headteacher