



Dear Parents/Carers

9th September 2020

Remote Learning – Microsoft Teams

Due to the current reality of Year 8 students being required to self-isolate for 14 days, teachers of Year 8 will be hosting live lessons for their Year 8 classes, starting on Thursday 10th September. Lessons will be delivered using Microsoft Teams and will include tutor time. Therefore students will be required to be online from 8.35am.

As parents, we would be grateful if you can encourage your children to access their school email address regularly, at least once a day. Alerts from Microsoft Teams will be delivered to the students via email and so in this way they will be kept up to date with any planned live lessons or tasks that they can complete. Microsoft Teams also allows the students to engage with their teachers regularly, particularly to ask questions about the work that has been set. All lessons will be recorded so that students can catch up on a lesson at a later date if they are unable to attend live. Lessons will comprise of some direct teacher explanation and modelling alongside opportunities for questions and clarification.

Students can access Microsoft Teams directly through their internet browser using the Microsoft Office 365 suite, or through an app that can be downloaded to their phone or tablet.

We have created a Remote Learning section on our website. Here you can find a useful guide for students on how to use Microsoft Teams, along with the student protocols for online learning. It can be found using the following link:

<https://stanborough.herts.sch.uk/remote-learning/>

If your child has any issues please contact our IT support desk

ITSupport@stanborough.herts.sch.uk

Yours faithfully

Mrs Z Armitage

Deputy Headteacher – Teaching and Learning