



SAINTS PETER AND PAUL
CATHOLIC HIGH SCHOOL

4th January 2021

Dear Parent/ Carer

Just a reminder that remote learning for Year 7-11 starts tomorrow at 8.40am. The student and parent guides that we sent before Christmas are attached as a reminder along with the safeguarding protocol for live lessons. The guides include detailed instructions for how students should work remotely but here are a few of the key points.

All remote learning is delivered through Microsoft Teams.

How to access Microsoft Teams

Sign into Office 365 <https://office.com> using your child's school email address and password. This can be re-issued through the school website if your child has forgotten it. Please see guide for how to do this.

Then click on the Teams icon on the app bar.



OR download the 'Teams' app onto your device through your app store which is free to download.

How to find the live lesson and resources

Your child will have a 'Team' for each subject. Click the class Team for the lesson e.g. 8XQA/SS and go to 'Posts' to find the live lesson link and click on it to join or instructions. All resources can be found on the Teams 'File' area.



What timetable will my child follow?

Teams Lessons will be 50 mins long to allow time to set up for the next lesson. Students follow their normal timetable.

The remote learning timetable will be as follows:-

Log in 8.40am

Form time – 8.45am -This will be used to support students setting up for the day and set our the expectations for remote learning.

P1 - 9.05am

P2 - 10.05am

P3 - 11.20am

P4 - 1.00pm

P5 - 2.00pm

Where should my child complete their work?

On Friday 18th December we issued all students with a remote learning book to complete work. If you child was absent that day, please can you provide a book/file paper to allow your child to complete lesson activities. The remote learning book should be brought into school on your child's return and given to their progress tutor.

Kind regards

L McComas

Mrs L McComas
Senior Assistant Vice Principal