

# Support and Guidance for Blended and Distance Learning

## **Key Reminders:**

Work will be set on Classcharts by 8.30 on the day of the lesson

Staff will set work for the lessons on that day and tutor time

Lessons will be a mixture of live lessons in Microsoft Teams and independent lessons for students to work through

Work should be submitted to the class teacher at the end of every day, via Classcharts

Classwork is not expected to be marked but staff will look at this work

## **Office 365**

Allows students access to all of the main Office apps and software

Can be accessed on computers, phones and tablets with internet access

Has accessibility functions built in to support students with the volume of written instructions. Find out more, [here](#)

Live lessons can be viewed on smartphones, using the Teams App

Work saved in a students' Onedrive can easily be shared and submitted with the class teacher.

## Using Teams as a Student

<https://support.microsoft.com/it-it/office/distance-learning-with-office-365-guidance-for-parents-and-guardians-89d514f9-bf5e-4374-a731-a75d38ddd588>

Students access Office365 by following this link: <https://www.office.com/> and signing in using their school email address and password.

This will allow them to access:

Microsoft Teams

Their School Email

All main Microsoft Apps (e.g. Word, Powerpoint)

Their School Onedrive (document folder)

If passwords have been forgotten to the school computers, these can only be re-set by our IT team: [administrator@nailseaschool.com](mailto:administrator@nailseaschool.com)

