# Actions and Information re. Covid-19 for Parents and Carers



#### Introduction

In a bid to minimise the disruption to our students' learning due to COVID-19 academy closure we have created this remote learning procedure guidance to best inform all stakeholders about the process of remote/online learning.

As an academy we have a range of online learning facilities available already for our students to access. This power point is designed to support our Bishop Young community to access remote learning and in some cases access teacher-led online lessons. Although this can never replace actual classes, we wish to replicate these as closely as possible with online learning spaces.

#### <u>Aim</u>

Our aim is for students to feel connected with their teachers and to ensure that online learning is effective, impactful and accessible.



To ensure this, all members of our Bishop Young community (leaders, teachers, parents/carers and students) need to be aware of the expectations, roles and responsibilities.

#### Principles of Online Learning during school closure

- During the school closure parents/carers will be provided with regular updates through our website, Facebook, Twitter, text and by email.
- Online learning for all year groups will be delivered using FOLDR for sharing work, setting deadlines and student work submission, if required. All students are expected to engage with the work set every day.
- Students should understand that the work is important and replaces regular school attendance. It is not optional.
- Learning should be engaging and productive.
- There should be a balance of activities i.e. using technology and not using technology.
- Online learning will be different for various age groups and subject areas throughout the school.
- Activities will aim to allow creativity and different outcomes depending on the students' level and ability.



#### Students are responsible for ensuring that they:

- Can access the Digital Resource Library via FOLDR
- Know their school email address:
- Can access class charts
- Can access the Digital Resource Library (Year 7-11)
- Know how to upload and download work onto staff hand in work folders on FOLDR
- All students should take their class books home each evening and not leave them in their locker in case of unexpected closure.



## Accessing School Emails

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To access your school emails, open a web browser and go to: https://outlook.office.com

 Open a web browser and go to: https://outlook.office.com
Enter your school email address, it will be your login username with "@bishopyoungacademy.co.uk" on the end.

3. Your password will be the same as your login, if you have forgotten any details see the "Request Password Reset" section

# Installing Microsoft Office via Office 365

1. Open a web browser

2. Go to: https://portal.office.com

3. Login to your account (this is your school email address and login password), if you have forgotten any details see the "Request Password Reset" section.

4. Click the "Install Office" button located at the top right-hand side of the page

5. Click the "Office 365 Apps" option from the drop down menu

6. A file will download to your computer

7. Once the download has finished run the file that has just been downloaded

8. Follow the steps that the file will take you through until installation is complete.



#### How to access FOLDR:

- 1. It can be accessed from the academy website:
- 2. Can be accessed from FOLDR icon on iPads
- 3. Username: is school email Password: is school password for computers









Bishop Young Academy @bishopyoungce · 14h If you have forgotten your computer log in details to access Foldr, please use this form to request having them reset: form.jotform.com/200765364314048

These log in details will be sent to the main contact email address we have on file.

### "What are my foldr details?"

Foldr Address: foldr.bishopyoungacademy.co.uk

Username: Same as your computer username Password: Same as your computer login





### How to log onto and RESET password in GCSE pod:

- 1. Open GCSE on the web browser: <u>https://members.gcsepod.com/login</u>
- 2. Click on students icon log in icon at top right

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- 3. Enter school email address and your password.
- 4. Click I've forgotten my login detail to reset password.
- 5. If not logged on before, click on New here, get started.

Ask students in tutor time to spend some time becoming familiar  $\mathcal{N}$  with the use of the app and how to access materials.

Please can all form tutors check that all students in Year 9-11 a log on to GCSE pod.





NEW HERE? GET STARTED					
USERNA	ME OR EMAIL ADDRESS				
jthornto	n@abbeygrangeacademy.co.uk				
PASSWO	DRD				
•••••					
	IN WITH:				

NEED HELP?	
I'VE FORGOTTEN MY LOGIN DETAILS	
INFO FOR PARENTS / CARERS (NO LOGIN REQUIRED)	

## Educake (Science Work)

- Science questions have been set for the coming weeks on Educake (the instructions for which order to complete these lessons can be accessed in Foldr/Science).
- These questions will prepare you for upcoming tests, mock and final exams.
- https://www.educake.co.uk/
- Usernames and Passwords have been recorded in your planners and if you need them to be reset, email your Science teacher.
- When you have completed the work set on Educake, look at your year groups folder on FOLDR and complete any other assigned work.



### Pixl Maths

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ACADEMY

https://mathsapp.pixl.org.uk/PiXLit.html

R	Welcome to the PiXL Maths App
S -	DY3692
	FIRSTNAMELASTNAME
	PASSWORD
	Login
TIME	A AB Forgot password

### Pixl

Link: <u>https://students.pixl.org.uk</u> PiXL School Number: 804738 Password: Indep87





#### How to upload and download onto FOLDR:

The 'Hand Work In (H Drive)' should have Folders in all labelled with the name of the teacher

For example: rcole – Rachael Cole

You can also contact teachers via email. Their address will be <u>firstinitialsurname@bishopyoungacademy.co.uk</u> e.g. Miss Cole's is <u>rcole@bishopyoungacademy.co.uk</u>



A list of Subject Leaders email addresses can be found on our website on our 'Contact Us' page.



Name	Date modified	Туре	
aburnett	13/03/2020 14:15	File folder	
acoultish	25/02/2020 14:09	File folder	
acunningham	16/03/2020 10:28	File folder	
afellows	27/01/2020 09:03	File folder	
aosbourne	06/03/2020 18:28	File folder	
athompson	16/03/2020 14:01	File folder	
cdavisonculmer	16/03/2020 09:59	File folder	
corastean	04/03/2020 13:02	File folder	
ctully	09/01/2020 11:56	File folder	
dkilkenny	16/03/2020 10:04	File folder	
eashworth	13/03/2020 14:14	File folder	
ekempthorne	14/02/2020 09:09	File folder	
esmith	12/03/2020 10:18	File folder	
esutcliffe	21/01/2020 12:40	File folder	
eturner	27/02/2020 13:08	File folder	
ghall	18/12/2019 14:16	File folder	
goloughlin	07/02/2020 08:54	File folder	
hclarke	13/03/2020 14:21	File folder	
hgowland	13/03/2020 14:24	File folder	
hmajor	06/03/2020 12:08	File folder	
hpennywhitworth	04/02/2020 13:42	File folder	
ikurshidkhan	13/03/2020 09:19	File folder	
jbrown	13/03/2020 14:14	File folder	