



MICROSOFT TEAMS AT HOLMER LAKE

INFORMATION FOR PARENTS

Microsoft Teams is digital platform that lets teachers keep in touch with children remotely.

Microsoft Teams is a safe and secure environment that lets teachers communicate with pupils by scheduling **safe, secure live** sessions

All **Microsoft Teams** sessions will be accessed VIA the child's **SEESAW** account so there is no addition log in details needed.

At Holmer Lake we will be using these live sessions in two ways

1. Whole class assemblies
2. One to One Intervention lessons

PLEASE FOLLOW THE **HOLMER LAKE GUIDE FOR TEAMS VIA SEESAW**

Younger children will need an adult support to access these live sessions.

All live one to one intervention sessions will be recorded to safeguard everyone taking part.

We recommend a quiet space for accessing LIVE TEAM sessions and that all children are supervised, with an adult in the room with them when they are participating in a live session.

For you own privacy please consider the backdrop to the camera and what is visible. When using the app version of Microsoft Teams there is an option to blurr the background by clicking on the three dots.

This is not available on the web browser version so if possible please download the TEAMS app.

For further information, please refer to the Remote Learning Policy, Safeguarding Policy and GDPR Policy.