

19th March 2020

Dear Parents/Carers,

Re: Resources and Online access to learning activities during school closure

As previously communicated, we have been making preparations in case the school had to close due to the coronavirus- as we now know school will close tomorrow afternoon.

Today, most pupils who are present, are bringing home learning packs and an exercise book that they can use during the next two weeks.

All pupils have once again received their home learning logins. In addition, we are providing access to activities and simple lessons online. These will be posted by your child's teacher and updated each day that the school is closed for the next two weeks. Some teachers have started to post already but these are to start on Monday 23rd March. Once again, many thanks to the staff who have prepared these and to Mr Downs who has set up our whole online learning system so quickly!

There is a link on the next page to take you to where the resources are and we will email the link too. The link will remain the same throughout the closure but the contents will be updated on a daily basis. *Logins and passwords are not required to access these resources.*

Please follow the steps on the reverse of this letter to gain access. Should you require any further assistance, please email admin@west-acton.ealing.sch.uk which will continue to be monitored during the closure. Be sure to include your child's name and class.

These activities can never replace being in a class with peers and our fantastic teachers – they are there to help you keep some structure to your days, keep the pupils active, continue good habits for learning and let them know that their teachers are thinking of them.

Yours faithfully

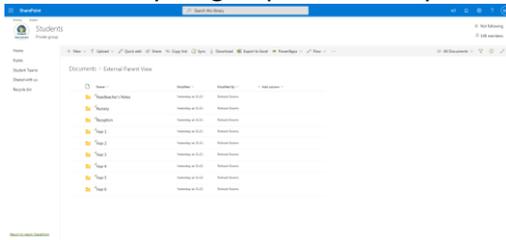
Karen Kondo
Headteacher

- 1) Click the link:

https://westacton.sharepoint.com/:f:/s/Students/EqV5IN8DuBRBkW5qBHvYITcBqL_C3cW8mxkAbpLu-hBNog?e=HOESke

- 2) When clicked on, the link will take you to the following page. Please note that there is an option to sign in at the top of the page but you are not required to sign in to access the materials.

Click on the year group folder that you would like to access.

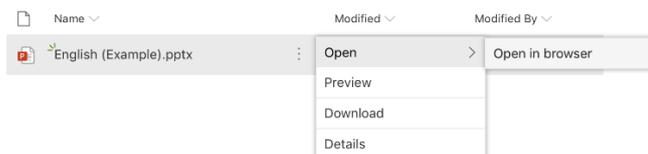


- 3) Each day, the folder for each year group will be updated with a new folder containing that day's new lessons. There are also options to view PE, French and music, which will be available on the days that your child is usually taught this subject. Click on the folder that you would like to access.

Documents > External Parent View > Year 2

Name	Modified	Modified By	+ Add column
Day 1 (Example)	3 minutes ago	Richard Downs	
French	Yesterday at 21:24	Richard Downs	
Music	Yesterday at 21:24	Richard Downs	
PE	Yesterday at 21:24	Richard Downs	

- 4) In each folder, there will be a range of lessons usually taught in class that day that the teachers have planned. They will be saved in a variety of formats including Microsoft Powerpoint, and Word. You do not need to have these programmes on your device as you will be able to select to view them in your browser. Do this by clicking on the three vertical dots next to the file name, selecting 'Open' and choosing to 'Open in browser' as pictured below.



- 5) The file will then open in the browser – note at the top it is 'READ-ONLY' so that it cannot be amended. If it is saved as a powerpoint, you will be able to make full screen by selecting the button marked below:

