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Part of the Midsomer Norton Schools Partnership

Tuesday 20th October 2020

Accessing Remote Learning

Dear all,

We hope you are well and thank you for your continued support throughout the pandemic. You may have heard in the news that schools are being asked to prepare more thorough and interactive teaching to ensure that learning still carries on, even if we have to go into a lockdown again. Fingers crossed, this won't happen. Should we go into lockdown, please be aware that it will be a statutory duty of all parents to ensure that school work is completed and submitted.

In the Term 1 newsletter, we shared our plans for different stages of isolation and in the article it mentioned 3 different platforms. We hope this letter helps explain what we are going to be using and why, and gives the opportunity for you to have a look at home and familiarise yourselves with it, just in case.

The Midsomer Norton Schools Partnership Trust schools are using a Google suite of products - Gmail for communication, Google Classroom for setting and submitting work and Google Meet for any face to face contact required between teacher and family. All these products are kept on a RM Unify Launch Pad.

RMUnify Launchpad

RM Unify provides a launch pad of apps and online content that you can access on a daily basis, linked with the school's filtering systems.

Your child has been given an RM Unify account. The account name is made up of :

year started school + child's last name + . + child's first name @cluttonschool.com

so for a child in year 6 who started school in 2014: 14mylastname.myfirstname@cluttonschool.com

Current Year	year started school (for email)
Reception	20
Year 1	19
Year 2	18
Year 3	17
Year 4	16
Year 5	15
Year 6	14

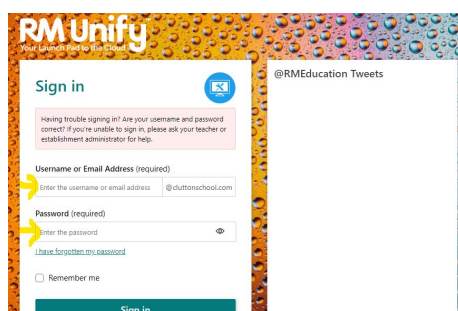


The password is **Clutton123** - you will be asked to change this password when you first login. Please save this new password somewhere safe and encourage children not to share it, as we won't have access to it. The Trust ICT team can reset the password if required.

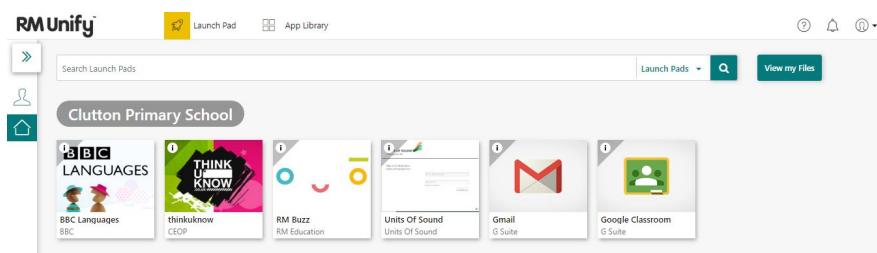
You will need to access emails, google classroom and google meet through the secure RM Unify account.

How to access RM Unify

- you can go to the Popular Links at the bottom of the school website www.cluttonschool.com, or you can enter <http://www.rmunify.com> directly into a web browser
- once you have the login screen, enter your child's email and password in the boxes:

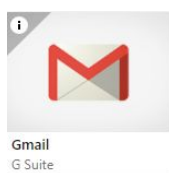


- Once logged in, you should see a screen a bit like this:



- This is your RM Unify launchpad, with preloaded apps for Gmail, Google Classroom and other learning resources

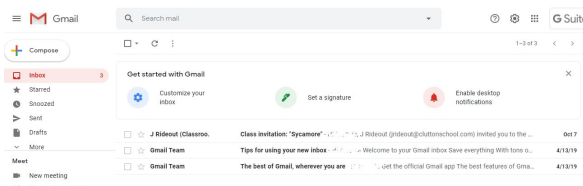
Gmail - all communication - notices, notifications of work set in the google classroom or feedback for work set in the google classroom, and invitations to a google meet.



Click on the Gmail tile to access emails.

You should already have some emails from your class teacher notifying you of some activities in the google classroom.

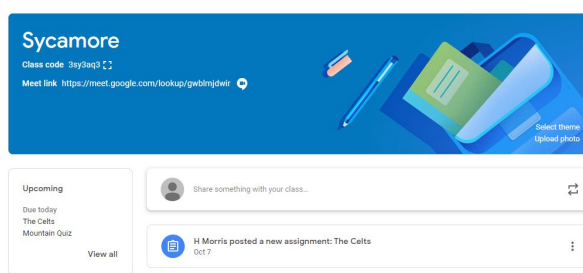
Click on the links and follow the instructions.



Google Classroom



Alternatively, you can open the google classroom tile directly from the launchpad to view work set. It will look something like this:



Google Meet

From time to time, your class teacher may like to have face to face time with you and your child. This will be through Google Meet. Invitations and instructions will be sent via email to your child's account.

Please have a look at the accounts, log in and encourage your child to have a go at the quiz set by your class teacher. Please let us know if you have any issues regarding login or access by **Friday 6th November**. If we don't hear anything from you, we will assume that everything is ok. Not being able to access the RM Unify launchpad will impact your child's learning in the event of a lockdown.

Parents Evening will be run through a separate app, called School Cloud. More information on this to follow.

If you have any questions or concerns, however small (or big), please contact the school office as soon as possible.

Kind Regards

Liz Ennew (Headteacher)