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*Headteacher: Mr Peter Allen*



## **Year 5 Autumn Term 2021 Curriculum Letter**

Dear Parents/Carers,  
Dear Parents and Carers,

In Year 5 we will be using Microsoft 365 (an online version of Microsoft's Office suite) in school, for homework tasks and during any prolonged period away from school to provide work and feedback. Any work will be set via the Microsoft Teams App within 365.



*Please note that Microsoft 365 now replaces STARS for all children in Year 5.*

Your child has been assigned individual log in details, which will have been stuck into *Reading Record Books*. The children will be shown this week, how to login and use the tools they will need in 365. Your child will be asked to complete a short assignment to practice the skills they have learnt so far. This can be accessed via the Teams App. The attached document is a 'Quick Guide' to logging in and where to find the main features your child will need to access with 365 including Teams

**Office 365 can be accessed via laptop, PC, iPad, MacBook, Android tablet or smart phone.**

*Please Note: The guide below shows you how to access Office 365 via windows-based laptop or PC via a browser. This does not require a download; however, downloadable apps are available for Windows based devices. On all other devices please download the appropriate apps. Both the Teams and 365 apps are free and should be downloaded separately. Your child's login details can be used within any Microsoft 365 or Teams app.*

If you encounter any problems, please do not hesitate to contact the school for advice.

Thank you for your continued support.

**Nick Rayner**  
Assistant Headteacher