

St John Vianney Catholic Primary School

Elton Head Road, St Helens, WA9 5BT

Tel: 01744 678570

Email: stjohnvianney@sthelens.org.uk

Headteacher: Mrs A Friar BEd (Hons) NPQH



St. Helens
Council

Dear Parents/Carers,

I would like to thank you all so much for the home learning that you supported your child with during the period of Lockdown from March 20th until we officially finished for the summer break. Now we have returned to school, in order to provide another way of keeping the channels of communication going and share further information, including online lessons in the event of a further lockdown, we have decided to start using Microsoft TEAMS. This is in addition to our continued use of Seesaw.

Every child has been assigned with an office 365 account in order to gain full access to TEAMS. They will be able to participate in live, online learning, as well as having conversations with class members and the class teacher if they need any assistance or have any questions. All conversations will be fully visible to all members of the group. Children can also upload and share work or ideas they have done if they wish to do so. This will be shared with their class but NOT with other pupils in the school or anyone beyond.

I've attached a guide for how to access TEAMS (which will also be made available on the school website on the home learning page with a link). Usernames and passwords will be generated as follows....

Usernames: will take the format of....**sjv-year of entry-initials and no1@sthelens.org.uk** for example John Smith who attends St John Vianney's Year 3 class would have the username **sjv-16-js1@sthelens.org.uk**
Some children who have the same initials as another child in their class will end their username with 2.

Passwords: children's passwords have been set to their date of birth so that they are memorable and unique. For example a child born on 27th February 2014 will have the password **27-Feb-14**. It is a very good idea for children to change their password so it is personal. We suggest the password you create should be 6 or more characters containing upper, lower case letters and numbers for security purposes. You will also be asked to register for "password self-service" so that you can reset your password if you should forget it. Please follow this link to explain this process further.

<https://www.sthelens.org.uk/media/1544/st-helens-schools-ict-support-self-service-password-reset.pdf>



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Chatting individually 1-1 will not be permitted on the system to keep everyone safe and protected. Although shared conversations are available and fully visible, recorded and filtered through St. Helens Council.

If you have any questions, or details about TEAMS or any password changes, you can email our dedicated Teams Help Email on sjv_teams_help@sthelens.org.uk (please note the 'underscores' between the first three words of the email address) or leave a message on the conversation section of your child's 'TEAM' and a member of staff will get back to you as soon as possible.

We will, of course, be continuing to use Seesaw, as this worked very well during lockdown and will allow us to continue to share work and have two-way communication with home.

Please bear in mind that you can still contact the school through the usual channels of phoning the school office on 01744 678570 or emailing stjohnvianney@sthelens.org.uk if you have any particular questions or concerns regarding your child's education and wellbeing.

Many thanks

Mrs Friar

