

# St Norbert's Catholic Primary Voluntary Academy

**Principal**  
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Mission statement: To live, love and learn in the footprints of Jesus.

ST NORBERT'S IS A RIGHTS RESPECTING SCHOOL

8<sup>th</sup> January 2021

Dear Parents/Carers,

## Microsoft Teams daily meetings with Classes

We are now in a position to put our plan into action on Microsoft Teams. To get started you will need to log in using your username and password (supplied to each parent by the Class teacher over this weekend after security clearance) on a Teams compatible device.

You can log in to *Microsoft Teams* on computers, laptops, tablets, recent smartphones, or on other internet connected devices via a modern web browser or through the *Microsoft Teams app*, available for free from your device app store. If you haven't used Microsoft Teams before, please set this up over the weekend so that your child can join in with the class as below:

Miss Tonge's Class 4 at 9 am  
Mr Dawson's Class 5 at 9.20 am  
Mrs Belton's Class 3 at 9.40 am  
Miss Bullimore's Classes 1 and 2 at 10am

If you want to be seen and heard by the teacher and your classmates, your Microsoft Teams compatible device must have a camera, microphone and speakers. If you experience any problems, please let me know as soon as possible and I will ask the IT Manager for assistance on your behalf.

## Updated Guidance

Following updated guidance from the Government, our Trust has asked me to inform you that:

[Early years provision \(not including Reception Year unless the child of a Critical Worker\) should continue to remain open and should continue to allow all children to attend.](#) So, Nursery will be open to all. Please inform me – by email ([ptonge@stnorbertscrowle.co.uk](mailto:ptonge@stnorbertscrowle.co.uk)) if your child will attend Nursery next week.

I am sorry for any inconvenience that these changes bring.

I hope that you have an enjoyable weekend.

Yours sincerely,



**Artsmark  
Gold Award**  
Awarded by Arts  
Council England



*PMA Tonge*

Mrs PMA Tonge