

## **Working from home instructions**

Pupils **MUST** log on to **TEAMS** and follow their usual schooled timetable. A register will be completed and absence followed up.

- In order to log in to the school network you will need to go to the school website [www.chasehigh.org](http://www.chasehigh.org) and scroll to the bottom of the page. Click on 'School Access Portal' and then log in with the same username and password that you use to log onto the school computers.
- All lesson materials are in the 'Student Reference' area organized in subject folders. Each folder also contains a curriculum summary which will indicate which resources are intended for lessons each week.
- Students will also receive support and communications from their teachers via SMHW and Microsoft Teams.

If you or your child/ren require any additional support, then please contact the year team in the first instance and they will ensure you receive help from the appropriate channels.

### **Our School Day**

Period 1	8:50
Period 2	9: 55
Break	10:55-11:15
Period 3	11:15
Period 4	12:15
Lunch	1.20-1.55
Period 5	2.00
School day ends at 3pm	