

Information for working from home.

In the event the school is forced to close because of the current Covid-19 emergency, we have taken steps to ensure that students can continue to work from home.

It is our intention to use a combination of Google Classroom and School Email to keep students engaged with their current learning.

In order to access this, you will require a device that is capable of connecting to the internet. Ideally this should be a computer or laptop, but it will also work with a Tablet or Smartphone.

If it is not possible for your child to access one of these devices, please can they let their Head of Year know as soon as possible.

Accessing Email

School Email can be accessed via our Outlook Web Access email site. This is located at the following address

<https://www.bonuspastor.co.uk/> and then from the Staff drop down box. Click the WEBMAIL option.

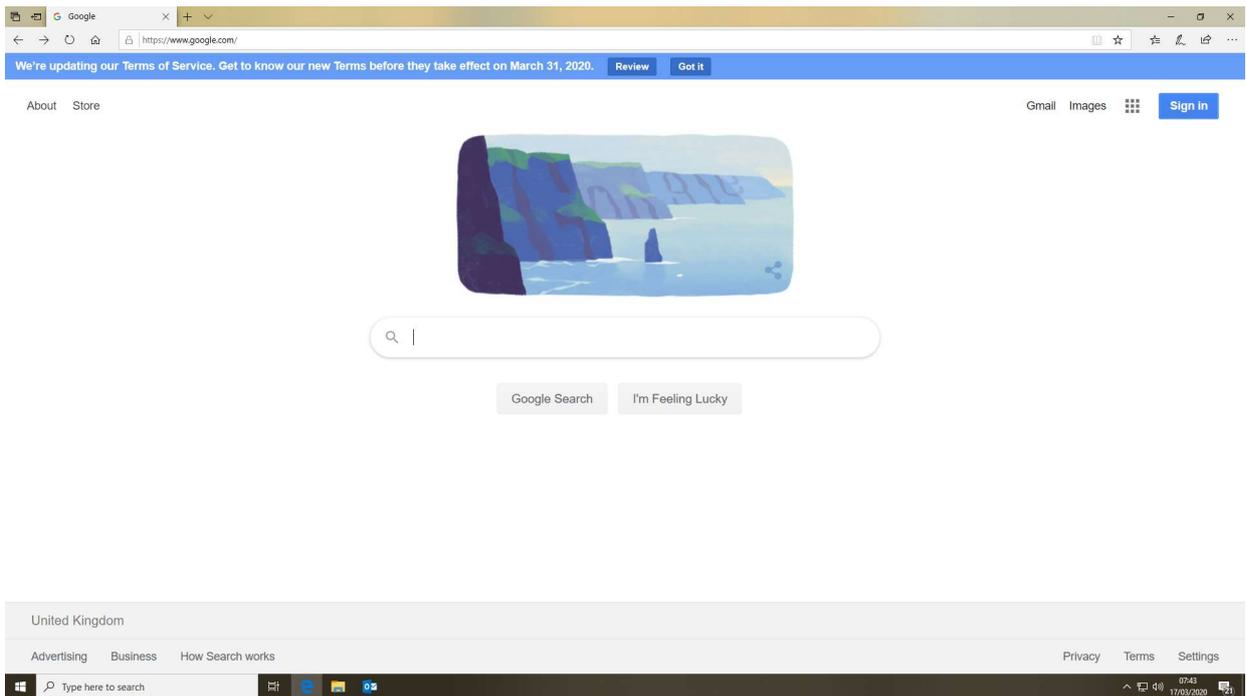


Students can log in using their full school account name including the .209 and their usual password.

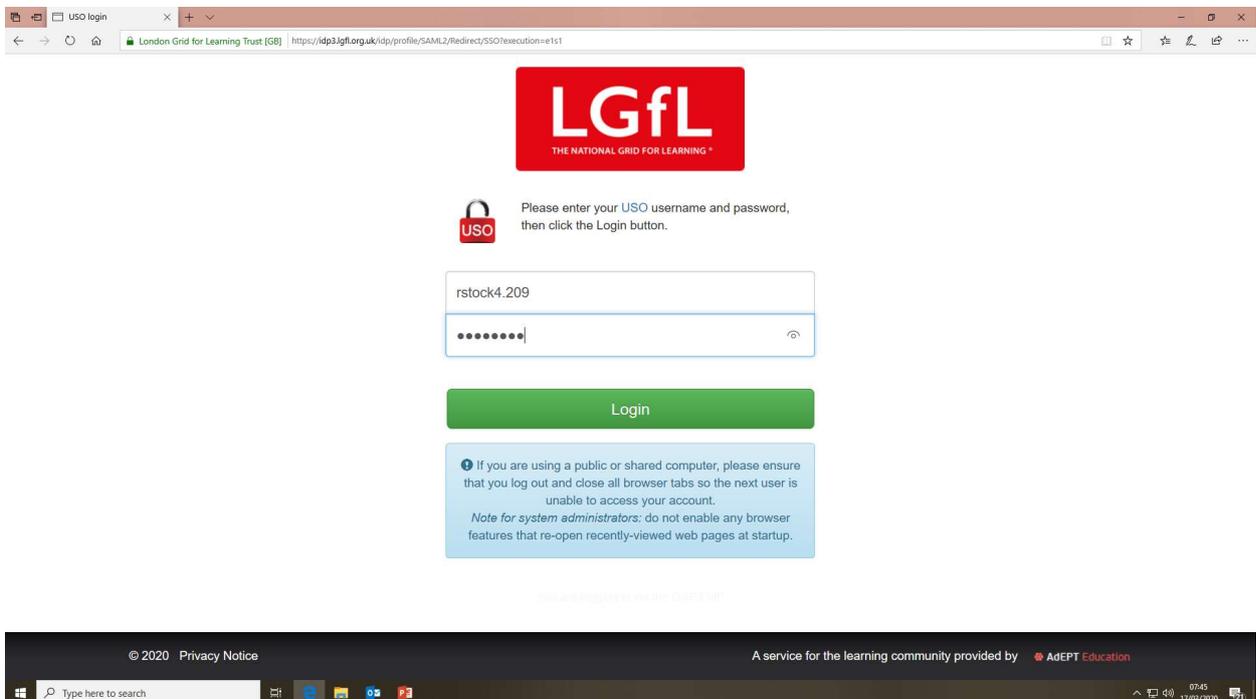
Google

All Students have a Google account created at the same time as their Network Accounts. These accounts are linked to the school email, and do not use a Gmail account.

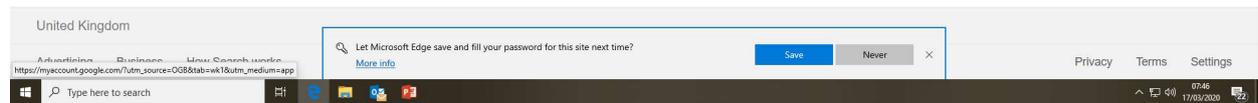
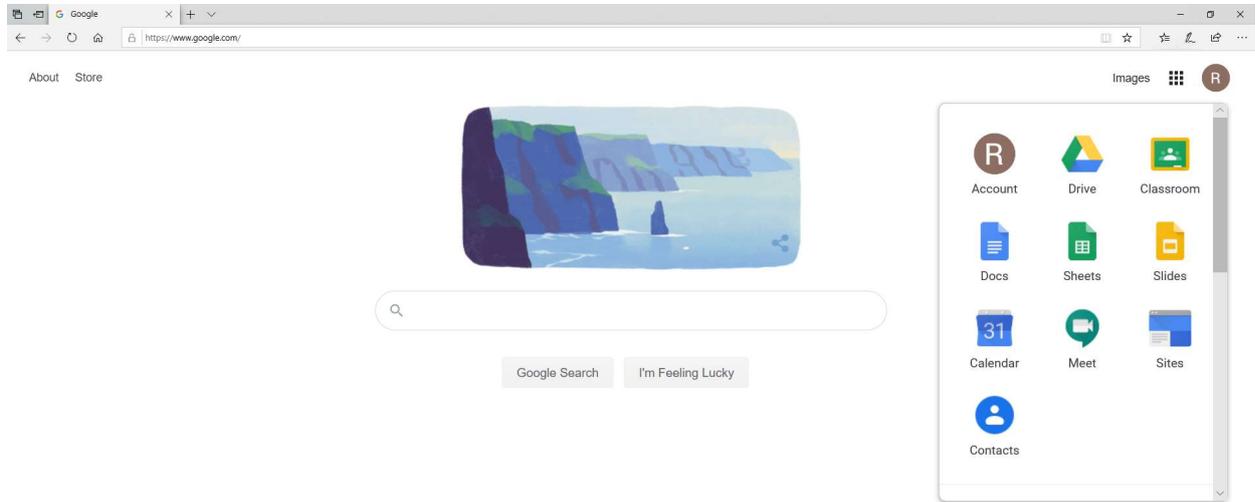
You can log in at <https://www.google.com> using your usual login and password. The only difference is that you need to add @bonuspastor.co.uk to the end of your username. So SmithJ123.209 becomes SmithJ123.209@bonuspastor.co.uk Your passwords are linked and will be the same as you use at school. Simply click the Sign In box towards the top right of the Google page.



Because the passwords are linked to our school accounts, it is very likely that the first time you log in you will be redirected to the LGfL authentication page. If this happens, you would log in as usual, without the @bonuspastor.co.uk at the end of your username. You will then be returned to your school Google account.

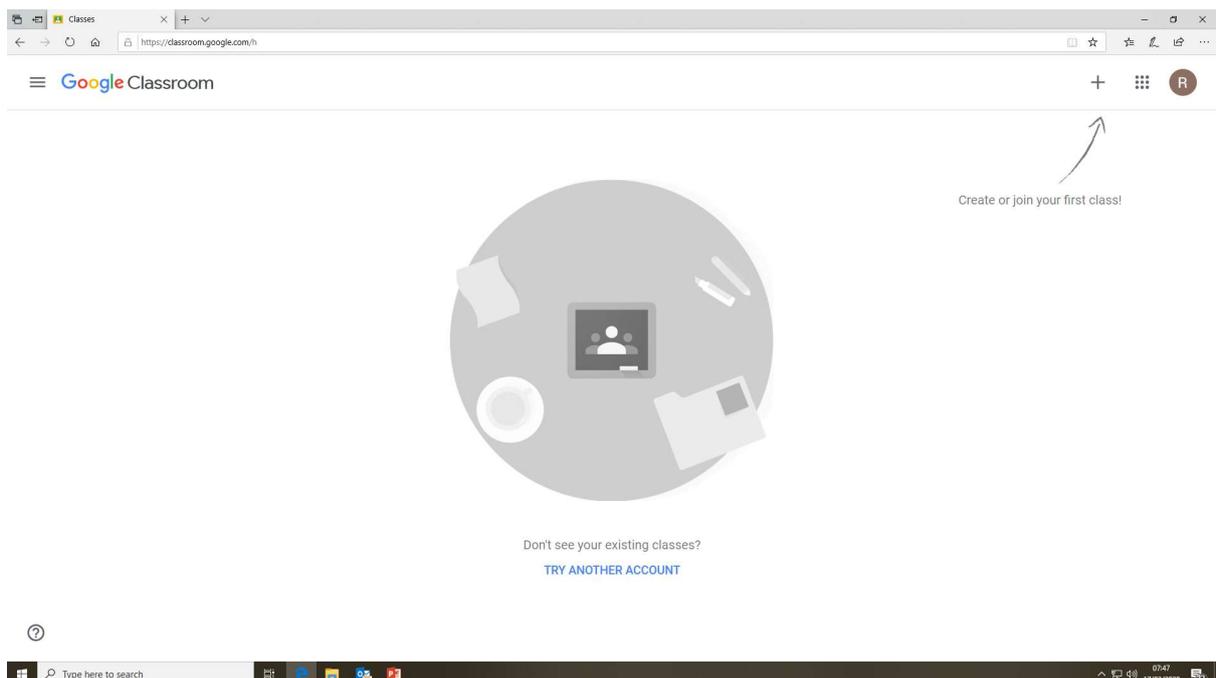


The Google Classroom app can be launched once you are logged in from the apps which are located in the squares towards the top right of the page.



We are currently creating Classrooms to match all existing teaching groups. Students will have access to their usual groups once these are completed and will be able to access work and interact with teaching staff in the event of a school closure.

In the event of the initial classroom invitation for a particular class not working, you can inform your teacher by email and they will send a code for the group which will allow you to join it.



For those of you using Tablets, Smartphones or Chromebooks, it is possible to download the relevant Google Apps directly to your device and connect to the classrooms using these. The Apps are available for all major platforms with the exception of Windows mobile devices.

You will also have access to Apps such as Docs, Sheets and Slides to assist you with completing your work.

Many Thanks.