



POUND HILL INFANT ACADEMY

Friday 8th January 2021

Dear Parent / Carer

Please see below a top tips / guidance to access and use the remote learning grid:

1. Please log onto our Academy website: <https://www.poundhillinfantacademy.org.uk/>
Then hover your mouse cursor over the tab 'Teaching and Learning'. You will see another tab within this called 'remote learning'.



2. When you access this page, you need to scroll down and click on your child's class. You will then see the Remote Learning grid detailing the weekly timetable of links and instructions across each area of learning for that week. If your child has been 'self isolating' or 'away' from the academy in previous weeks, under the heading 'archive' you will be able to access the remote learning grid's from previous weeks.

3. Click on the timetable to view each day.

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University of Brighton
Academies Trust



4. As you scroll down on the main page under the remote learning grid, you will see a tab entitled 'Additional Resources'. This is password protected, please email office@phiacademy.org.uk if you do not know the password previously communicated to you. This tab will enable you to access all the PowerPoint presentations, or phonic presentations made by our teachers to support the lessons.



5. You can access the presentations by clicking twice on each icon. Or, if you scroll down you will see some 'drop down arrows'. Click on this once and it will enable you to download the presentation and access features such as live links or voiceovers.



Some files are saved as a PDF. You can access this by clicking twice onto it to view the presentation. A PDF document is similar to a book view of the lesson. It does not contain any interactive features. Other presentations on our website that have the 'drop down' arrow as shown above, will provide you with features such as live video links, or voice overs from your child's class teacher.

If you do not have access to a tablet, ipad or computer and have not received a call please email our office office@phiacademy.org.uk and a member of our staff will contact you re further support.

If you require any further help or support with the remote learning, please do not hesitate to email your class teacher via the year group email addresses:

reception@phiacademy.org.uk

year1@phiacademy.org.uk

year2@phiacademy.org.uk

We thank you for your support and understanding during this time.

Yours sincerely,

Mrs N Chamberlain
Remote Learning Lead