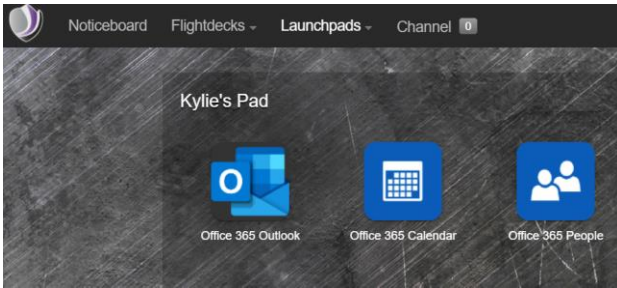


# Accessing our Teams whole class call.

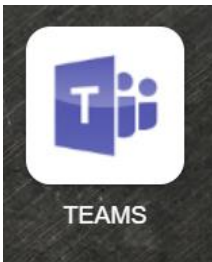
Log in to your Airhead like you have been doing.

Go to your launchpad where all your icons are.



Your launchpad will have your name on it.

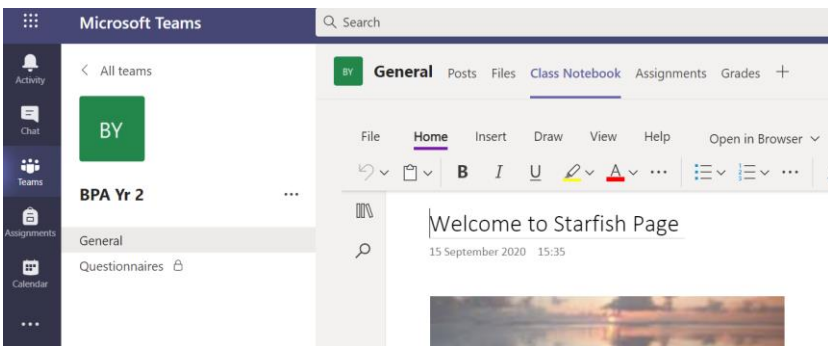
Find your Teams icon.



It looks like this.

Click on it.

You should then have a page like this open. The children should recognise this as they have seen it before in class.



You will then get a pop up come that looks something like this.



Click the blue telephone and then someone will let you in to join the call.

Please remember in these calls you can see us, but we cannot see you. If you could make sure that you are logged in 5 minutes before the call is due to take place so that you will be logged in to see the pop up above appear.

This call will allow children the chance to see us as well as speak with their friends. When the call is happening, please could you ensure that your microphone is turned off and we will give each child a chance to speak. Your child does not have to speak if they do not want to. The call will only last about 20 minutes.

These calls will take place on a Wednesday at 2pm on a weekly basis. Although voluntary, please encourage your child to take part in these calls as it will be good for them to catch up with the class adults and their friends.

You are able to download the Teams app on your phone or tablets. If you have this already for your own use, you will just need to log out of your account and log back in with your child's credentials.