

Working from Home....You Must Seriously!

School is closed but this is not holiday time. Please structure your day and aim to work on your timetable each day- more if you are in Yr 11 to 14.

It is very important for your mental health and wellbeing that you keep a structure to the day. For example, if you have English on a Tuesday morning this means that you should work on English on Tuesday. Classwork will be published through Show My Homework. If you do not have any work to do please let your teacher know.

Building in leisure time is important- please keep an eye on your screen time- don't let it get out of hand. It is important that you look after your health and keep physically active. Current advice is that it is good to go to the park and kick a ball about- not OK to go in for a tackle. Try Couch to 5K or setting yourself a target of at least 15,000 steps a day.

Every pupil is entitled to 3 FREE downloads of the Office 365 package. If you have a new device or one that doesn't have O365 go to MYSCHOOL, click the office 365 logo. and on that next page it should give you the option to download Office 365. Remember to sign in using your @c2ken.net details as this is the cloud based email address. It can be loaded onto desktops, laptops, tablets, iPads and phones.

Reading...Keep doing it

If you log on to Libraries NI online, you are able to download an app and borrow free books. Key Stage 3 pupils should also continue to use Accelerated Reader to check progress and understanding of books. <https://ukhosted20.renlearn.co.uk/2255778>

Username: fullname

Password: abc1

How do I know what work I should do?

Teachers will be setting work daily through Show My Homework. Resources will also be shared on Microsoft Teams, as well as communication from your teacher and peers in your class.

How do I log on to Show My Homework?

Download the app and sign in with Office 365; make sure you type in your school email address. This email is your school user name e.g. **apassmore636@c2ken.net**

I have forgotten my c2k (MySchool) password or my password needs changed. What do I do?

Go to www.c2kni.net and go to school services. If this doesn't work please email Mrs Shaw rshaw387@c2ken.net

How do I return work?

Your teacher will let you know of the best way to submit work. It will be either Show My Homework, Microsoft Teams or send to staff email.

Am I allowed to correspond with my teachers using an email address other than my c2k address?

No

How can I get in touch with teachers?

All teachers' emails are on the school website. We expect all pupils to follow the acceptable use policy and communicate appropriately. Teacher's will be available to communicate with your class group through Microsoft Teams too.

What happens if I don't do the work that has been set?

You will be coming back to school; it is important you have completed your work so that you are not behind the rest of your class.

I haven't finished my Controlled Assessment. Will I lose marks?

Clear guidance on that has not yet been issued. You should make every effort to have your CA at the point where your teachers expect it to be. When we get more clarity from CCEA, Education Authority, Department of Education we will let you know.

Can I come into school?

School is currently closed for all pupils for education. Pupils who are entitled to free school meal can come in between 12:30 and 1:30 with their parent/ guardian's permission. Parents must register and you will be given a time. During this time, it is very important that pupils follow the social distancing guidelines and leave once you have eaten.