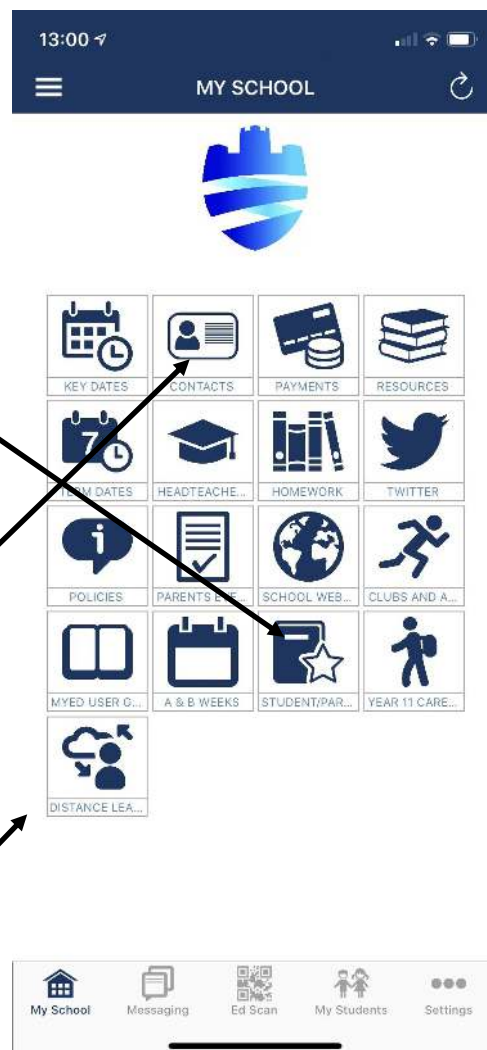## A Quick Guide For Parents Communicating with School (Covid 19)

Work will be set by staff for students. The majority of this will be on Show My Homework. Students have the facility to communicate with their teacher via 'Show My Homework' should they have any questions. A guide on how to do this can be found on the website., just click on the 'Distance Learning' bar at the top of the page

If a parent has a query about the work set, then please contact the relevant subject Head of Department via email. A list of all Heads of Department can be found on page 18 of the 'Student & Parent Information Booklet'. This can accessed from the school website: www.plymstockschool.org.uk (Menu — Parents — Student Parent Information Booklet 2019) or directly from the MYED App by clicking on the following icon:

Please remember to ensure that you have the most recent version of MyEd

Safeguarding

In the event of closure, safeguarding concerns should be addressed to the Designated Safeguarding Lead (DSL) at the following email address: lwalton@plymstockschool.org.uk A direct link is also available in the 'contacts section' of MYEd, and the distance learning section of the school website.

Coronavirus

If the concern regards coronavirus (COVID-19), please follow the coronavirus links on the school website to the NHS and government websites. Please do not contact the DSL.

More detailed guidance can be found on the 'distance learning section' of the school website. This can also be accessed though MYED.
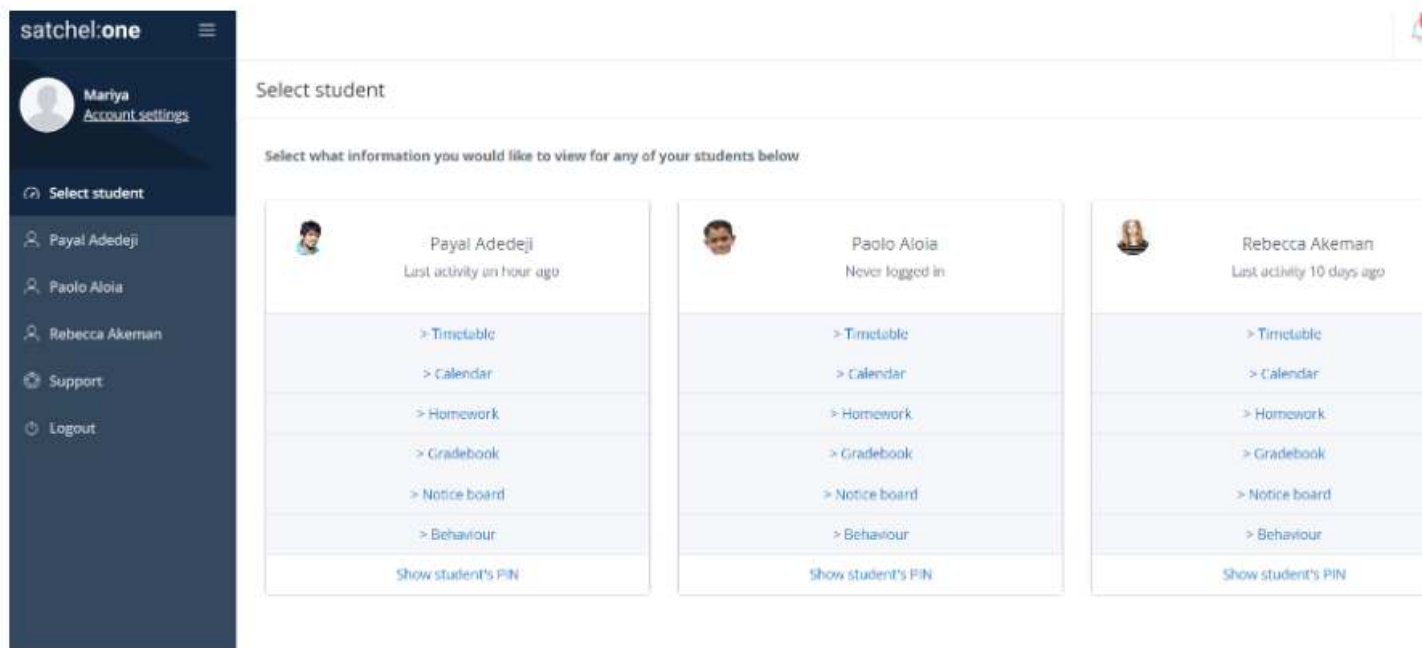
SMHW
The page below provides a quick guide on how to use SMHW.

My child's homework

How to view your child's homework from your parent account

Satchel One makes it easy for you to track and monitor your children's homework. <u>Log in</u> to your account to get started!

Dashboard

From your Dashboard, you will be able to see any student accounts linked to you. Each child will have their own Calendar, Homework, Gradebook, and Notice board pages for you to view. Their last activity on the site will also be displayed, as well as their Recovery PIN numbers, which they can use to get logged in.

Calendar

To check your child's homework, click on the *Calendar* tab. This will arrange their work in a week by week format. You can filter the calendar by date, teacher, subject, class, year group, and type of homework task to find what you are looking for more efficiently. If you aren't logged in and still want to check your child's homework, simply check the <u>school calendar</u>.

Homework

You can also review homework as a list by clicking *Homework* from the menu under the student whose To-do list you wish to view. On this page, homework is sorted into two tabs: Recent and Upcoming. In the Recent tab, tasks with the nearest due dates will be displayed. You can also tick *Only show overdue homework* on the Recent tab to see any <u>overdue homework</u>. In the Upcoming tab, homework which is due further in the future will appear.

If your child has submitted the homework the task will display as Submitted and any graded homework will display a score. To search for a specific assignment, use the search box and click on the corresponding title to view details of the assignment.

Gradebook

The <u>Gradebook</u> helps you keep track of your child's grades and homework task submissions.