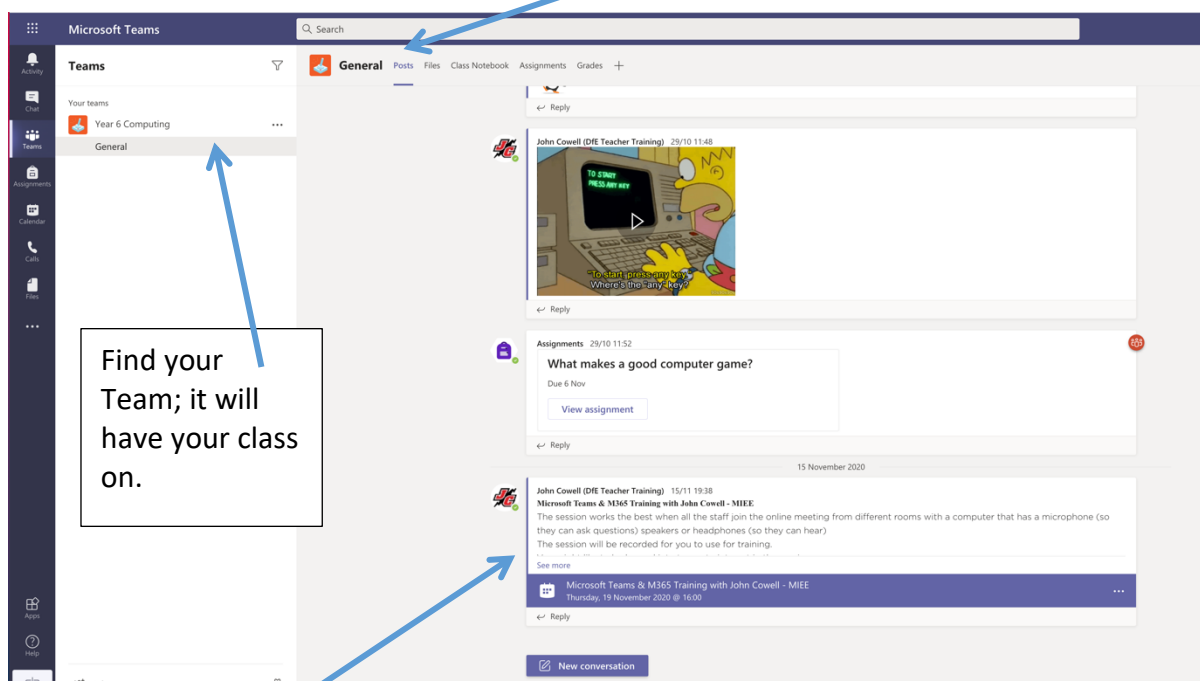


Getting your child on Microsoft Teams.

To enable your child to get online to use Microsoft Teams there are a few steps we need to go through.

1. Using a web browser go to - <http://teams.microsoft.com>
2. Sign in with your child's school email address xxxxx@southossett.wakefield.sch.uk - this is sent within the parenthub message
3. Then enter the password **xxxxx** – also within the message
4. Once you have signed in you will be presented with a screen that looks like the one below
5. You are now in Teams

Across the top is the Menu – General, Posts, Files...



Look in the **Posts** – this is in the menu at the top - for information about when a Teams Meeting has been arranged for your child, or for other information from your child's teacher.

Your child's computer or iPad/tablet will need a microphone and speaker to join in with the meeting.