



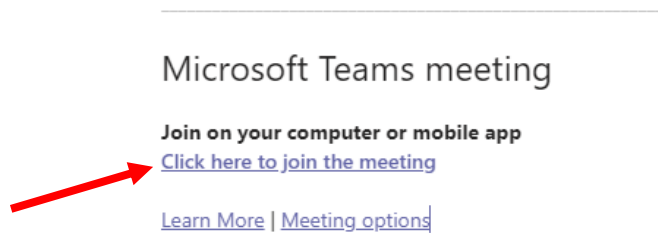
Colnbrook C. of E. Primary School

Online Learning: How to Join a Teams Session Without a Teams Log In

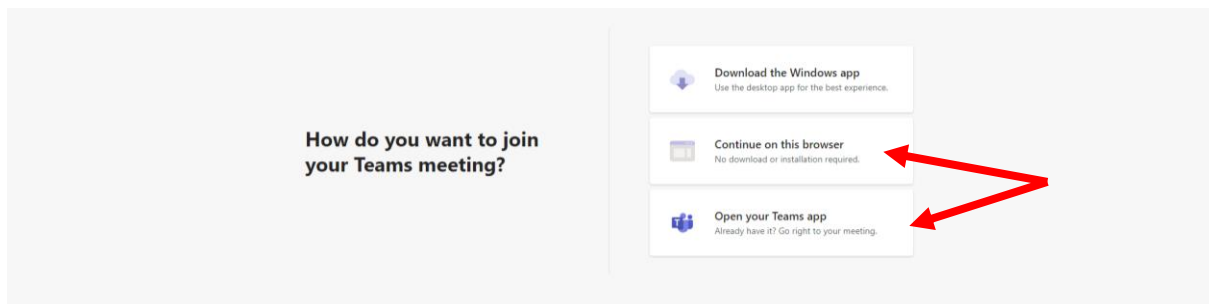
Once per day, a whole class live Teams call will take place that all children can access. Access to the meeting can be via phone, laptop, computer or Xbox / PS4.

This guide is for parents on how to access the meeting and protocols for children.

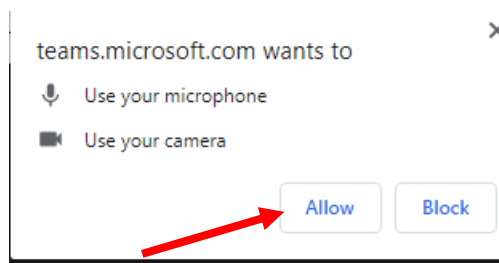
1. Open your email from your class teacher and click on the link:



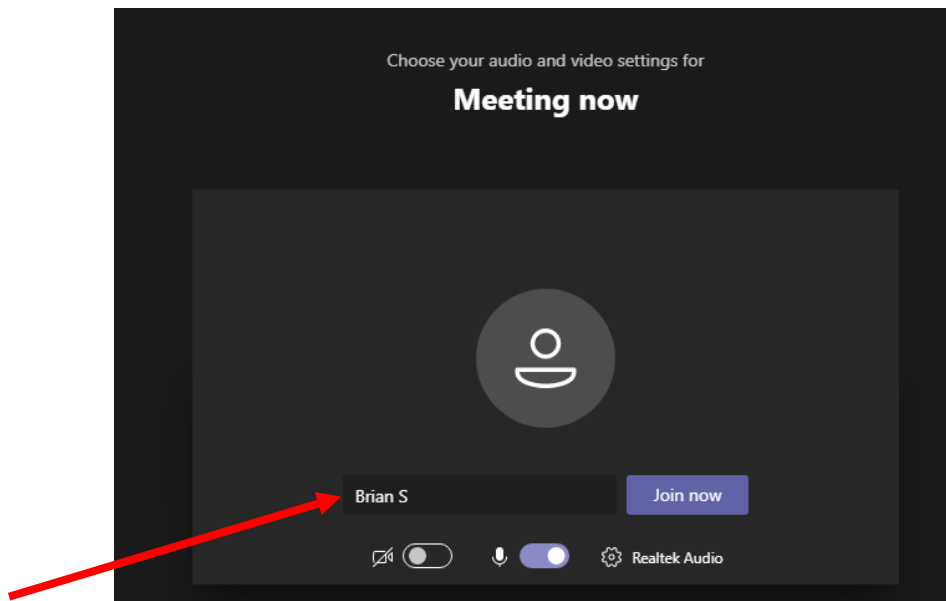
2. If you have Teams installed, click 'Open your Teams app', or 'continue on this browser' if not. *You do not need to install Teams to access the meeting.*



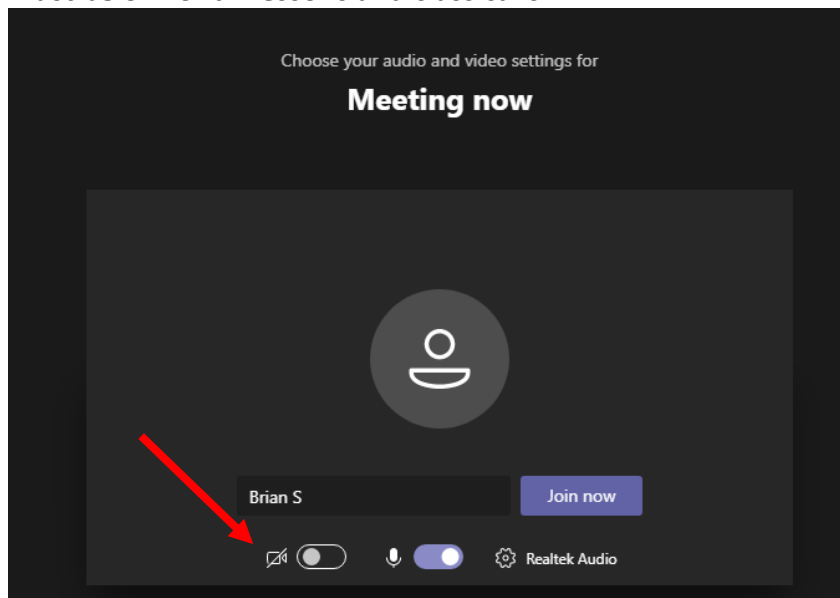
3. Allow access to your microphone and camera if this pop up appears.



4. Type in your child's first name and the first letter of your surname in the box



5. Video must be off for all lessons and class calls.



6. Click 'Join Now' to enter the meeting.

