



The Sutton Academy

Together Students Achieve

Principal: Mr Paul Willerton

Dear Parent/Carer

Thank you for your continued support with our remote learning programme. We have received excellent feedback from both parents and students on the blended mix of live lessons and recorded power points with live Zoom support.

To further support students and parents we are making a change to how we set the lessons and live lesson links on Satchel One. We have added a new function to Satchel One called "Timetable". This can be accessed in the main menu on your child's account. The "Timetable" will display a weekly timetable view for students of their lessons for the week. They are set out in timetable order for each day which will support students in accessing their remote learning in the right order each day.

When a student clicks on their lesson a new pop up box will appear which will show the work that has been set for the lesson and the link to the live lesson and Zoom live support.

From Thursday 4 February this will be the only way students can access their live lesson link and Zoom live support link.

There is a video on our website under Home Learning which demonstrates how students and parents can access the "Timetable function" in Satchel One.

<https://www.thesuttonacademy.org.uk/page/?title=Satchel+One&pid=360>

In summary, from Thursday 4 February students should only use the "Timetable" function in Satchel One to access all the information for their lessons and the links for their live lessons and Zoom live support lessons.

Yours faithfully

K Harker

Mr K Harker
Vice Principal

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