

Home Learning Update – Self Isolation



Satchel:One(formerly Show My Homework) is our preferred home learning platform at West Derby School. We have received feedback from many families over the past few weeks and would like to provide you with some further support.

We know that families have been doing their absolute best to support their children.

Query	Answer
I don't know my email address.	Your email address will be firstname.surname@westderbyschool.co.uk
I've forgotten my email password	Email hwsupport@westderbyschool.co.uk and we will reset your password.
How do I log in to Satchel:One?	Open up the website and click on Log in with Office 365. Use your school email and password.
The homework hasn't appeared.	Click on calendar to ensure that it is set to the correct date.
I cannot see any other work.	Click on 'To Do List'
How do I submit homework? All works can be completed on paper. You can take a picture and email to hwsupport@westderbyschool.co.uk and we will forward to your teacher.	There are a variety of ways to submit homework on Satchel:One. Your teacher will indicate if homework should be (a) Uploaded to Satchel:One (b) Completed via Satchel:One Quiz (c) Completed via quiz set on another website. (d) Completed on Microsoft PPT or Word (e) Completed on paper.
How to I upload work to Satchel One?	Click on this link, scroll down and you will find a video we have made to help you with this. https://www.westderbyschool.co.uk/HomeLearning
How do I access FREE Microsoft Office online?	All West Derby School students have their own free Microsoft Office online account. This gives you free access to powerpoint and word. Click on this link, scroll down and you will find a video we have made to help you access your school email and the free Microsoft Office online account. https://www.westderbyschool.co.uk/HomeLearning
How do I upload my homework from my Microsoft Online account?	Click on this https://www.westderbyschool.co.uk/HomeLearning Scroll down to take you to the video we have made to help you with this.
I struggle with ICT or have limited access to devices, how do we do the homework?	Work can be completed on paper. Check the task sent using a phone or other device, complete on paper then you can take a picture from a phone and email to hwsupport@westderbyschool.co.uk and we will forward to your teacher. If this is not possible, you should keep your work together and bring in to school when you return.
We do not have any devices or internet access.	Please contact us on hwsupport@westderbyschool.co.uk and we will see how we can support you further.