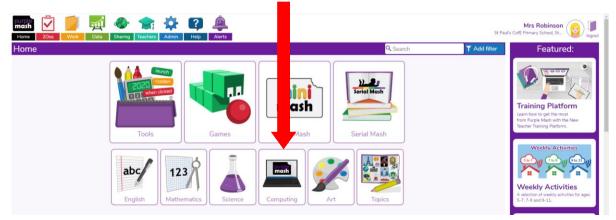
## **Guidance on Accessing Emails from Teachers**

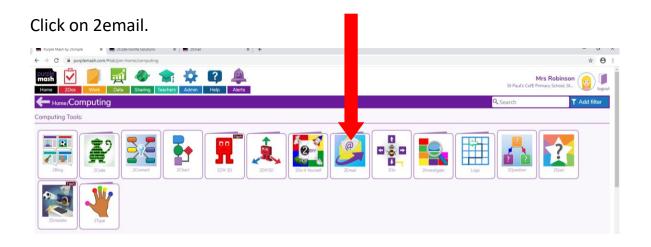
When your child's teacher has sent an email, it will appear as an alert at the top of the page.



Should you wish to access the email system (2email) at another time, follow these instructions:

Click on 'Computing' on the home page.





From here, you can see your emails, reply or compose a new email to the teacher.

Mrs Robinson			
	Compose	Compose Address Boo	
	Inbox (7) Favourites Draft Sent Deleted Awaiting Approval Rejected Emails		Delet
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	Reported ema	iils	□ Ľ

You can attach photographs of your child's writing task here or any other work that you'd like to share.

Stay safe and well. Happy emailing!