



# SAINT MARY'S PRIMARY SCHOOL & NURSERY UNIT

Principal: Mr P Gilchrist

E mail: [pgilchrist570@c2kni.net](mailto:pgilchrist570@c2kni.net)

Telephone: 028427 28278

53, Windmill Hill  
Portaferry  
Co. Down  
BT 22 1RH

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Dear Parents,

Over the next few days and weeks we will be further integrating the “Microsoft Teams” app to help facilitate remote learning. Each pupil from P1 through to P7, has been added onto a team led by their class teacher. Once you complete the instructions on the Home Learning section of the school web site under “Signing up to Microsoft Teams at Home,” your child should be verified and accepted into that class “team.” The password for the Home Learning section is “windmill2020,”

To log into “Teams,” you will need your child’s C2K log in details. Each child is assigned a computer log in and this gets them access to our internal education system. This login is typically the first letter of their Christian name followed by their surname and a 3 digit number; eg aburns123. If your child does not know or can’t remember their log in details, this list has been added to the Home Learning section of our school web site [www.stmaryspsportaferry.com](http://www.stmaryspsportaferry.com) under the section “Find your child’s C2K username.” Your child’s class password is at the bottom of the C2k Username page.

In the welcome page you will see a brief note from the class teacher under the heading week beginning 11<sup>th</sup> January 2021 and we ask that you add a comment to say hello and that you have gained access and are now in the appropriate “Team.”

Throughout this week we will be adding a message each morning to confirm access and we will be monitoring all responses to ensure all pupils are getting access.

Please be patient with us as we, like you, are learning this platform and we hope to utilise this, in conjunction with our school website to help promote “Remote Learning.”

Yours sincerely,

Mr P Gilchrist  
Principal