

Accessing the Online Academy

All staff and students have a Microsoft 365 account that gives them full access to the Online Academy. To log in staff and students should click on the “Quick Links” tab at the bottom of the website.

Username

The user account looks like this username@johnwhitgift.org.uk, a password will be issued in school and the user will be asked to change this when they first login. If a user forgets their password they can reset it by visiting <https://www.johnwhitgift.org.uk/student-password-reset>

All students should know their usernames and passwords. If you have any issues with this please email the appropriate person below detailing your child’s name and if known username:

- Academy Email and Useraccount – MirmolaviJ@johnwhitgift.org.uk
- GCSE Pod – Westerman-smithl@johnwhitgift.org.uk
- Hegarty Maths – Maths@johnwhitgift.org.uk
- Language Nut – MFL@johnwhitgift.org.uk

Microsoft 365 – Are you a team player?

The Online Academy gives all staff and students access to The John Whitgift Academy – online. This includes Outlook Email and Calendar, One Drive Cloud Storage, Teams Classrooms, Word, PowerPoint, Excel and many more of the Microsoft 365 packages to use where ever they may be in the world.

The Learning Team - Online

- **Timetable**
 - Students in all situations will follow their normal timetable and this will be accessible from home in their calendar.
- **All lessons**
 - The Online Academy will be used to enhance all face to face learning, and give students 24/7 access to learning resources, revision and collaborative learning opportunities. Each subject will tailor this to best support the pedagogy for that subject area.
- **Self-Isolation**
 - Students who have to self-isolate will follow their normal timetable at home. They would access the work they need to do independently, in the Working from Home Team for their Year group, on Microsoft Teams
- **Partial Bubble or Whole School Lockdown**
 - Students who are part of any partial bubble or whole school lockdown will access online face to face remote learning the very next day. This will be with their normal teacher on Microsoft Teams.

The Pastoral Team - Online

- Each student will also be part of a team with their Learning Manager in the Pastoral Team. This will be where students will get updates, support, well-being and safeguarding information and keep in direct contact with the whole pastoral team

Student Safeguarding and Wellbeing

Miss Glaves is the Designated Safeguarding Lead (DSL) at John Whitgift Academy.

glavesc@johnwhitgift.org.uk

All students have a tutor and a head of year.

Heads of Year are:

Year 6 and 7- Miss Winn WinnA2@johnwhitgift.org.uk

Year 8-Mr Oakley OakleyB@johnwhitgift.org.uk

Year 9- Mrs Sargeant SargeantK@johnwhitgift.org.uk

Year 10- Mr Walker WalkerS4@johnwhitgift.org.uk

Year 11- Mr Tuffnell TuffnellP@johnwhitgift.org.uk

STUDENT SUPPORT, ADVICE & GUIDANCE

	Designated Safeguarding Lead
Miss C Glaves	glavesc@johnwhitgift.org.uk
	Inclusion Lead, Deputy Designated Safeguarding Lead
Mrs Z Paton	PatonZ@johnwhitgift.org.uk
	Attendance Officer
Mrs J Chard	ChardJ@johnwhitgift.org.uk
Mrs N Sowerby	SENCO

Miss A
Oliver

SowerbyN@johnwhitgift.org.uk

Health and Wellbeing Support Officer

OliverA2@johnwhitgift.org.uk