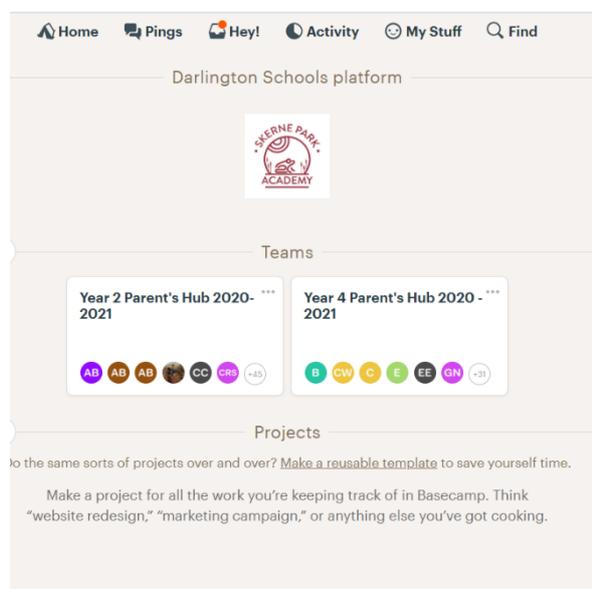**How to use Basecamp**

Type https://basecamp.com/ into your web browser and select sign in or download the app from the Appstore for free.

How to access your child's work

You will see folders for the children you have in our school. Select the correct year group for your child.

Select **Docs and files** and then **home learning activities.** You will receive a text message with the correct colour activities for your child. They only need to complete their colour activities. Every day there will be the following activities to complete:

English

Maths

Phonics/Spelling or SPAG

Wider Curriculum

Reading (this is online)

You can print the documents or complete the activities in your exercise book (these are to be collect from school. If you cannot collect your book, please make alternative arrangements with school)

Completed Work

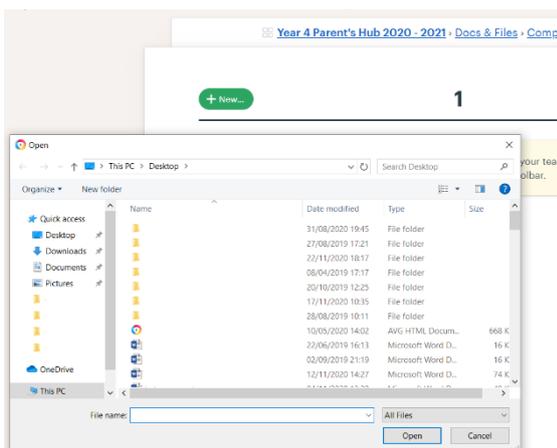When the daily work is complete, please upload the work to Basecamp.

Please take a photograph of your child's work – it is important that you do this so that the teacher can look at your child's work and plan their next steps in learning.

Select **Docs and files** and then **Completed work** where you will see files with numbers on. You will receive a text message with your child's Basecamp file number on it. This is where you will upload any work they have completed.
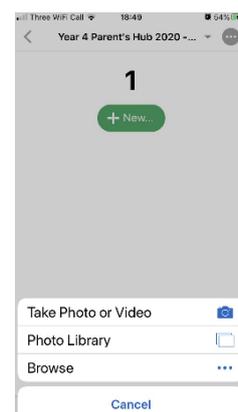

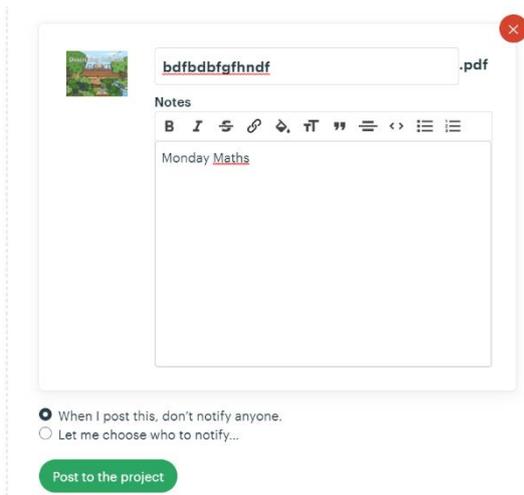Select your child's number folder.

Select the green **+New…** button and **upload files**

On a laptop/computer it will look like this

On a phone/tablet it will look like this

When you have selected the item you want to upload, a box asks you to **add any notes here** . The teacher would find it really useful if you could write 'Monday Maths' or 'Tuesday English' so that your child's work is easily identifiable.

Then select **Post to the Project.** You can then repeat this to add more documents.

Other features that may be useful

 takes you back to the home screen at any time

 send a private message to the teacher that can only be viewed by them

Year 4 Parent's Hub 2020 - 2021

 you can send a message that will be seen by all parents and teachers in the group and may be a good place to ask a question as you may help another parent who also needs the answer.

If you are unable to access basecamp or you have changed your email address please contact the school ASAP so that we can update the system.