



'Enabling every child to fulfil his/her potential in a nurturing Christian environment.'

18th March, 2020

Dear Parents/Carers

Thank you to all of you who set-up the School Spider App during the last week. We will be contacting parents who are showing as having not yet set this up on our system. The next stage of our preparations is ensuring each pupil in school has access to the VLE (Virtual Learning Environment).

Attached to this letter is a sticker with your child(ren)'s Username and Password for the VLE.

Children can access the VLE by going to www.utkintonce.cheshire.sch.uk. On a tablet or phone this can be accessed by scrolling to the bottom of the page to 'Student Login'. On a laptop the 'Student Login' can be found on the right-hand side of the banner.

This evening can you please help your child(ren) to go online and log into the VLE using their username and password and change the password to something simple that both of you will remember, but is secure e.g. not just their name.

Once on the pupil 'dashboard' your child can select their own avatar by clicking on the current image and selecting a new one. You will see 3 tabs in addition to the 'dashboard': 'Homework', 'Discussions', 'Scrapbook'. In the event of a school closure we will be using these 3 areas to set children work, so it is vital that you/they have access to their account. (We will be sending you more information about this during the coming days, but are aware that this is a lot to take in in a short space of time, so do not want to overwhelm you.)

Please let the School Office know if you have any difficulty in accessing the pupil VLE so that we can help.

Yours sincerely

Lorna Pleavin