



# St. Joseph's Grammar School

## Scoil Ghramadaí Naomh Iósaef

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Dear Parents/Carers,

Whilst we have had no indication that schools in NI will be expected to close any time soon, our Senior Leadership Team continues to meet regularly to plan ahead for all eventualities.

We have attached below a comprehensive advice booklet for all exam pupils and their parents/carers. This will provide detailed step-by-step guidance on how to change C2K passwords, how to download Microsoft Office and how to access Google Classroom or OneNote from home.

Staff have also pre-copied work booklets, powerpoints etc for junior school pupils to take home in advance of any school closure. Junior pupils in Years 8-10 will not be expected to access materials online.

All pupils are reminded to ensure they take their files and textbooks home with them each day as a sensible step.

The link below is from CCEA's web page and outlines its current position on exam students' preparation for exams.

<https://ccea.org.uk/news/2020/march/coronavirus-advice-learners-prepare-examinations-normal>

We have also attached the latest information from the Public Health Agency.

We will continue you to keep you advised as and when we receive any updates from DE or PHA.

Thank you for your continued support.  
Mrs G Donnelly