

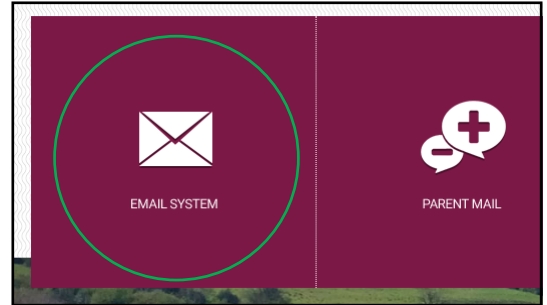
# ICT Access Help Sheet

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## Accessing School Email

To access the school email system you can visit the school homepage, scroll half way down the page until you find the large coloured blocks starting with "Email System".

Alternatively, you can [click this link](#) to be taken directly to the login page.



Your email address is in the format **surname.firstname@rshs.aspireplus.org.uk**  
e.g *Rayner.Joseph@rshs.aspireplus.org.uk*

If you have a double-barrelled or long name, then this may have been shortened. It is the same name you use to login to the computers when you are in school. You will have been shown this when you first used IT facilities in Year 7.

Your email account password is the same password used to login to the computers in school.

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## Accessing Home Learning Resources

We are currently working on a long term solution to Home Learning Resources. In the meantime we have provided access to Subject Overviews for each Year Group. These can be accessed using [this link](#).

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## Technical Support for Home Learning

During normal school hours, a helpline is available for those who are self-isolation and having difficulty with their account information or for password resets. The number for the helpline will be sent in a text message to parents and carers.