



Parent Guide

An insight
into how your
child will learn
in Microsoft
Teams.



Your child is now using Microsoft Teams at school.

Microsoft Teams is a technology platform that is used by schools across the world as a 'digital classroom' environment. We are excited to share some information with you about this platform so that you can understand how your child is learning digitally through Teams, and to help you support them.

What can your child do in Teams?

Join video and audio meetings with their class.



Share their files and work on them in Microsoft 365.



Receive announcements from their teachers.



Participate in whole class and group discussions.



Collaborate with their classmates on projects in the Channels.



Submit their work and receive feedback through Assignments.



Have a question about your child and Teams?

You can ask their teacher but, before you do, the answer might be here!

Is Teams only useful when my child is learning from home?

Whilst Teams is very useful as a platform when your child is learning from home, its features can help a school run more efficiently, with better communication, and foster great learning. So, moving forward, Teams will continue to be used as a learning platform with all children at school.

Is my child safe in Teams?

The Department of Education has worked carefully to only enable features that maintain the digital safety of students. For example, students cannot connect privately with anyone in the platform, and the only people in their classroom Teams are their peers and registered teachers.

Is Teams only being used in secondary schools?

Whilst primary and secondary schools use Teams in slightly different ways, primary schools are absolutely using the platform as a digital classroom. Your child's teachers have been trained in how to best use the Teams platform for their classes.

How much is this going to cost me?

There is no cost to families for their children to use Teams.

Does my child need regular access to fast internet for Teams?

No. Much of the learning in Teams is done at school and, in the cases where work is conducted at home, sessions do not have to be run with live video or with lots of streaming.

Does this mean my child will be on the computer all day now?

At school, teachers will continue to integrate technology, as they always have. Teams allows schools to use a consistent and comprehensive platform for this engagement.

So will the school contact me as a parent through Teams now?

No. Communication from school to parents will not change. Your child's Teams account is for them to use during their learning and you do not need to create your own account.

I have more questions, who can I talk to?

Your child's teacher remains your best point of contact if you have questions about how Teams is being used to support learning. If they can't answer your questions, they'll put you in contact with the relevant educators and leaders at school.



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This toolkit was created by Education Changemakers in partnership with Microsoft and the Queensland Department of Education, and is registered under Creative Commons.

