



### Teams Notifications

Please can all pupils ensure their notifications are turned on for all of their Teams. This ensures no communication will be missed.

#### **On a Desktop/Laptop**

To manage your notifications, select **your profile picture** in the top right of Teams, then select   
**Settings** >  **Notifications** > All Activity.

#### **On an iPad**

To manage your notifications, select the **three lines** in the top left hand corner of the app > **Notifications** > **General Activity**. From here you can turn notifications on.

Alternatively, whilst in a class team **click the bell**  on the top right hand corner and select “**All new messages in this channel**”.

Here is a helpful video to understand Notifications further:

[https://www.youtube.com/watch?v=EiBxqUWrow8&feature=emb\\_title](https://www.youtube.com/watch?v=EiBxqUWrow8&feature=emb_title)