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## Newsletter - September 2022 - #3

Firstly welcome to any new subscribers and to all our current partner schools.

As you may be aware the PE Passport platform carried out large updates over the summer to enable them to continue to provide the very best features and technology alongside the Lancashire Scheme of Work and Assessment.

In the latest updates available the platform is fully accessible and we have detailed further information regarding these updates, your long term plans, units and further support available.

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## APP Update

The APP version is 7.8.1 and is live in the Apple APP Store and available to download. You can see what version you are on by accessing the left hand menu, My Account and scroll to the bottom in the centre.

APP functionality using this version is now back to full capability. Viewing the main sessions and the outcomes is accessible and we have detailed further information in this newsletter about your long term plan but if you are experiencing any other issues with this update please get in touch with the PE Passport direct at [office@primarypepassport.co.uk](mailto:office@primarypepassport.co.uk)

Archive data and evidence is currently being processed and will be made available in your online account in due course. If you are taking evidence currently and can see a Red Exclamation Mark - this indicates the evidence has saved to your iPad and once the archiving has been completed, the red mark will disappear and be synced to the cloud.

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## WEB Update

The WEB version is 3.6.6 and should be automatically updated when you log in. Again you can check your version on the left hand menu, and your school name in the bottom left hand corner and scroll to the bottom in the centre.

The WEB version is effectively a live view of your account so any changes on here will be saved and then in turn sync with the APP. Likewise vice versa any amendments on the APP will appear live on the WEB first.

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## Long Term Plans

The Long Term Plan can be changed on multiple devices and at the start of the year if many changes or attempted changes are made across the APP and / or WEB the platform might have difficulty establishing the correct plan. This is more than likely due to units being layered on top of each other i.e. 3/4 have been selected and then as there are only 2 places available to display them, not always the correct ones will be live. This can easily be solved by accessing your account on the WEB and by editing your long term plan using the edit button in the top right hand corner. You can ensure units are only selected once and only 2 are selected each half term. Alternatively, please send any copies of the Long Term Plan to the PE Passport and they can arrange this for you.

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## Units / Lessons

At some point you may have had access to additional units - such as Football, Cricket, Tag Rugby etc. Please note these are not new units and have been removed. This was an error due to the PE Passport updates at the start of the month. They work, assess and are accessed differently compared to the Lancashire Scheme.

All Lancashire scheme of work units start with the Year Group so will be labelled Year 6 Gymnastics for example. LPDS will have new units available across the academic year and we will update you via this newsletter when they are.

Again, if you have experienced issues with these units, please let the PE Passport know so we can ensure your long term plan is correct.

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## Virtual Training Sessions

PLEASE NOTE THE NEXT SESSION ON MONDAY 19th HAS BEEN CANCELLED DUE TO THE BANK HOLIDAY.

Please feel free to share the link with any members of staff who are using the PE Passport and might need a refresher on how best to use your school account. We anticipate the sessions will last approximately 20 minutes with time at the end to ask any questions. We will cover general account admin, pupil updates and how to access and deliver the lessons as a teacher using the APP and web version.

**Tuesday 27th September - 4pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/86984151377?pwd=V0J3WTNsZmhlb3ljV24wc1ViN1R1Zz09>

Meeting ID: 869 8415 1377

Passcode: 381825

We will be adding further dates through the course of the term.

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# Support

As always if you need any PE advice or Support please contact Jess Squires @

[jessica.squires@lancashire.gov.uk](mailto:jessica.squires@lancashire.gov.uk)

For all technical support and queries please contact PE Passport @

[office@primarypepassport.co.uk](mailto:office@primarypepassport.co.uk)

Please note any messages that have been sent this week will be responded to in due course and we thank you for your patience.

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