**Login to a school Laptop from home**

Use the link below or click the link on the Staff Links on the website

<https://rds.thebeacon.kent.sch.uk/>

**Clicking the link will bring you to this screen**

Click CC4Access

This will ask you to download a program, once done click open.

You will then be directed to login, if this is your first time you will need to click **More Choices** and then click **Use a Different Account** 

Sign in using your normal login details

You will then be asked to choose a location click: Teacher PC’s if you’re a teacher



You should be now able to access your files from home.

If you find any problems please feel free to contact:

George Holness

Contact number: 07733403955

Email: George.holness@thebeacon.kent.sch.uk