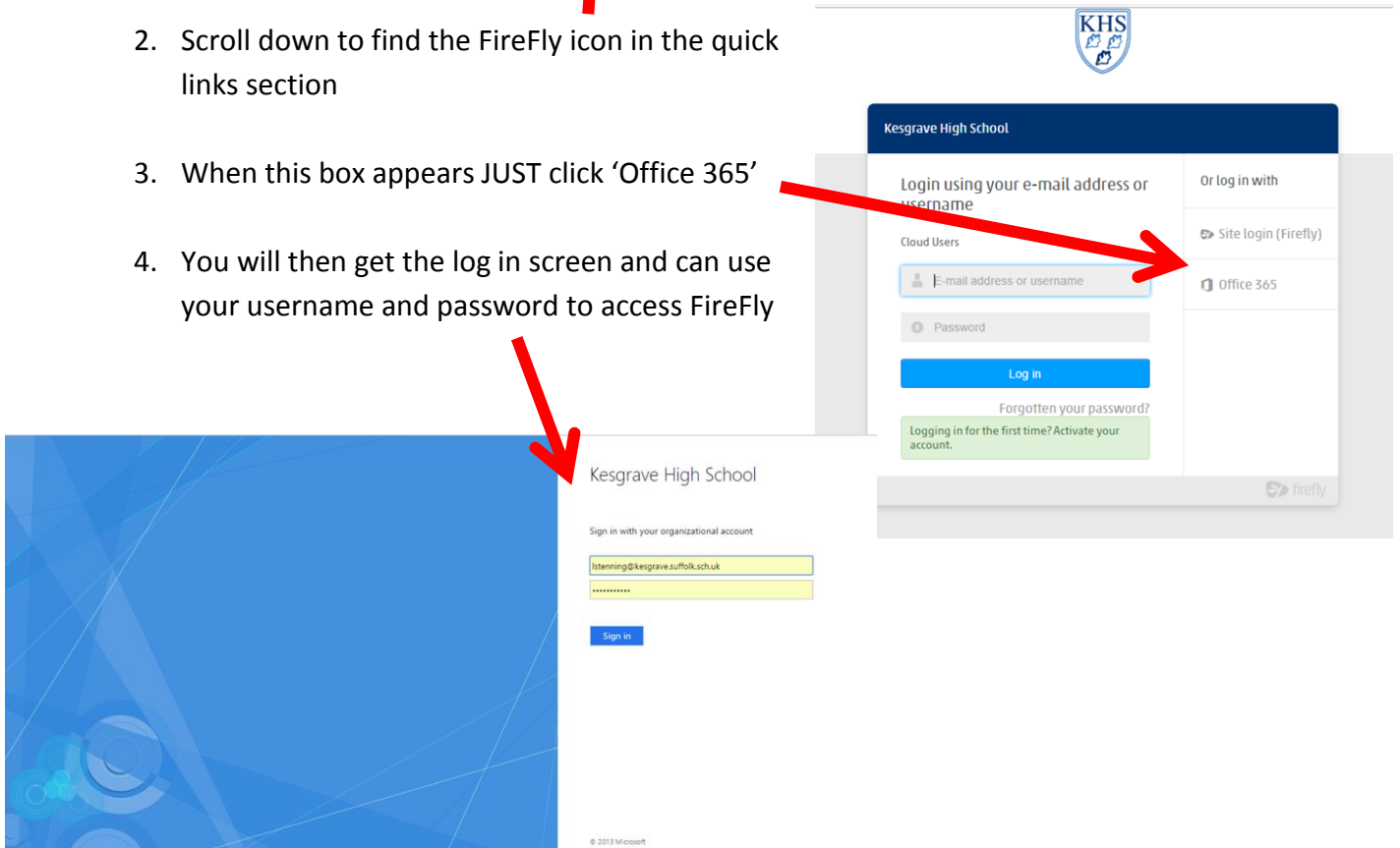# Accessing FireFly from Home

1. Open your web browser and find the Kesgrave High school website

2. Scroll down to find the FireFly icon in the quick links section

3. When this box appears JUST click 'Office 365'

4. You will then get the log in screen and can use your username and password to access FireFly

NB The format of your username is your school username @kesgrave.suffolk.sch.uk.

Your password is the same as the one you use to get into the school system (you have chosen this yourself)