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Mr G Stanley, Headteacher

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Email Communication

RE: Google Classroom

Dear parents/carers

We are happy to announce that each pupil now has a school domain Google account which will give you and your child access to our on-line Google Classroom. The main purpose of us choosing Google Classroom is to enable us to reintroduce home learning through a contactless method. It will also be used to set learning for children who are isolating, enabling them to continue with their education at home. Google Classroom can be accessed from most devices: PCs, laptops, tablets and even mobile phones.

In school, all pupils have already practiced logging on to their accounts and have successfully completed a practice piece of work and handed it in. We have attached a step by step guide as a reminder for them and to help parents too!

Each task set can be found in the 'classwork' section of the classroom, where they will find instructions, resources and have the opportunity to add google docs, slides or sheets that they have created to complete the task. It is important to click on the 'turn in' button once the piece of work is completed so that it is handed in to the teacher for feedback.

The Google suite for Education is a new concept for most of the children (and staff) so we are introducing this slowly, beginning with activities that can be completed over the Christmas break.

We have explained to the children that Google classroom is to be used as a learning platform and not as a way of communicating with each other. Classrooms will of course be monitored regularly to ensure they are used appropriately. However, please remember that safe use of the internet at home is the responsibility of parents so please monitor your child's internet use. Advice for safe use of the internet can be found on our school website. The Gmail emailing part of Google Classroom has been disabled for the children.

A paper copy of this letter is coming home with your child and will have their username and password attached. Please be careful when looking at the password as some lower case letters may look like numbers etc. Please email Debs if you have any problems.

Yours sincerely

Chris Ing

Computing Lead

