



10th November 2020

Working from Home: Google Classroom

Guidance for Parents/ Carers

Following feedback from parents and staff regarding our previous remote-learning provision, and in accordance with government guidelines, the school has taken a consistent approach to future remote-learning. Through use of government funding we are now able to provide Google Classroom, a single, interactive platform for remote education provision. All teaching staff have received appropriate training.

Google Classroom provides a single point of access for all lessons and resources through recorded explanations and lessons, as well as opportunities for personal feedback and group discussion. Should a lockdown occur, this platform will be used as our main means of communication. Class teachers have already introduced this platform to the children and Years 1 to 6 will now begin to use Google Classroom to administer weekly homework activities in order for children and parents to familiarise themselves with the process. Please note that a one-off activity will also be provided for the Reception class. The first homework tasks will be uploaded this week and every class will be ready to access by Friday.

Below is guidance that we have shared with the children in school. Younger children will of course require adult assistance to log on and access their tasks, but older children should need the minimum of support.

How to log into Google Classroom

1. Go to classroom.google.com and click "Go to Classroom"
2. Enter your username and click Next. An example username, if the pupil is called Anna Clarke, their username would be aclarke@wisboroughgreenschool.org.uk. These are the same email addresses used for Office 365 access, given out before the lockdown in March.
3. Enter your password and click next. Each student will have their own unique password, which have been given out by class teachers.
4. If there is a welcome message, read it and click Accept.
5. Click "I'm A Student", and then click "Get Started".
6. Click on the appropriate class group.

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How to check your assignments

Assignments are tasks that the teacher has set. An assignment could be a quiz, a comprehension task, watching a video, or even completing a piece of writing. You can see a list of all your work on the Your Work page.

To check your assignments, complete the following steps:-

1. Click on the relevant class
2. Click on Classwork
3. Click on View Your Work.
4. To see attachments, comments, or additional details for an assignment or question, click the title of the work and then View details.

How to send your work to your teacher

Most of the assignments that your teachers set will be able to be completed online and emailed to them. However, you may be required to send photos of your work to your teacher. You can take a photo using a device such as a phone. If the photos are too big to send, please use a photo-to-pdf converter app such as Scanbot.

Using the Google Classroom App

Google classrooms also have a mobile app for Android and IOS. Children can open their assignments and work on them right from their mobile phone or device. Children and teachers receive notifications when they have new content in Classroom, so they are always up to date. Some pupils find this easier than the desktop version.

If you cannot log into google classroom for any reason or if your child has forgotten or mislaid their password, please email the school office, indicating the year group of your child, and staff will forward your email to the relevant class teacher.

<mailto:office@wisboroughgreenschool.org.uk>

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