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Dear Parents and Carers,

## Launch of Google Classroom

We hope that you are keeping safe and are continuing to use the school website, Century, Bug Club and TT Rockstars for home learning. It has been fantastic to see so many children at our Zoom meetings. We have seen over 230 children this week. Well done everyone!

For those that are unable to join please continue to use the links below for support. It has been a steep learning curve for us all and we are doing best to try and improve ways in which we can interact with your child at this difficult time.

We are now ready to launch Google Classroom. This is a way of us setting work, which your children can do online and then send to their class teacher. Teachers can then see the work and respond to it. It is also a way of children keeping in touch with their teachers through the coming weeks. This will start as of Tuesday 12<sup>th</sup> May.

Teachers will set work and when children have sent the work back, it will be marked and a response sent back. To ensure online safety Mr Geary and Mrs Grinyer are in all Google classes and can monitor interactions between children and adults.

## How to access Google Classroom

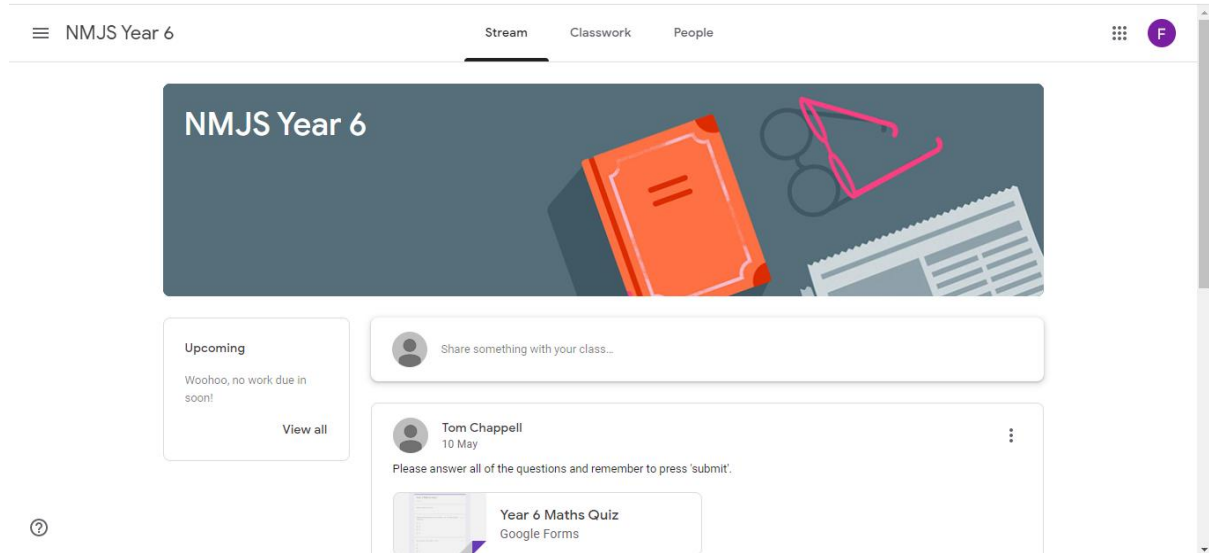
You will receive a text message from 'Wonde', which says the following:

The image shows a sequence of three screenshots illustrating the steps to access Google Classroom:

- A text message from 'Wonde' containing a blue internet-linked address: <https://wonde.com/credentials/b47cc607-ca92-48ef-af6f-8f6b7706bf5c/264ac9cf-0610-4b57-a4dc-0b618b62b62a> and a PIN field.
- The 'Google for Education' login page where the PIN '1234' is entered into a box and the 'Submit' button is pressed.
- The 'New Milton Junior School' login page showing the 'Login Url' as <https://accounts.google.com> and fields for 'Student Email' and 'Student Password'.

1. Follow the steps by clicking on the blue internet linked address in the text message.
2. Enter the PIN number into the box and press 'Submit'.
3. The third page will provide you with your child's username and password (see above).
4. If you are using a 'smart' device, then you can click on the 'Login Url' and you will be taken to the 'Google' login page. Alternatively, you can open up the 'Google' log in screen on any device (laptop, PC, tablet, phone) and log in from there.

5. Your child's logon will be: first name.surname@newmiltonjuniorschool.co.uk
6. The password will be a random combination of numbers, symbols and letters. Be careful to check these as some letters are alike e.g. the capital letter i (I) and the letter l
7. Once you have entered these details, you will be taken through a few setup pages. Please select the appropriate options (see below and on the video) and navigate to your child's year group page.



8. To start with, a small number of tasks will be set in the Year group class. This will provide us all with the chance to get used to the system. Work will also continue to be set on the school website until we are confident that enough children are able to access Google classroom.

This 4 minute video explains Google Classroom functions well. Please watch it and then explore in Google Classroom. <https://www.youtube.com/watch?v=awmgsegm710>

Mr Chappell has also recorded a video to show your child how to log in and how they can find their first piece of work. It is available here:

Work will be set under classwork tab and you will be able to open it and edit it on screen with Google docs. Some work will require you to ask your teacher's permission to edit then you can work on it onscreen. Google Classroom should work on smart phones, there is a dedicated app that can be downloaded from the relevant app store.

This is new technology to all of us so please bear with us! If you have any difficulties then please contact the school within school hours on 07563 680589.

Yours sincerely,

Mr K Geary