South Bersted CE Primary School

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Dear Parents and Carers

Google Classroom

At South Bersted Church of England Primary School, part of our vision states that we want our pupils to become 'caring responsible 21st century global citizens.' As part of this approach, we want our pupils to have access to and use a range of technology. In achieving our vision, we have purchased a set of Chrome Books and since the start of term we have been teaching children across Key Stage 2 how to use Google Classroom.

What is Google Classroom?

Google Classroom enables your child's class teacher to create an online classroom area in which they can manage all the documents that your child needs. Documents are stored on Google Drive and can be edited in Drive's apps, such as Google Docs, Sheets and slides.

Using Google Classroom, your child will be set assignments to complete. Once they are complete they can 'turn' them in and receive feedback from their class teacher.

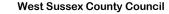## When will my child need access to Google Classroom?

From this week, all pupils across Key Stage 2 have been taught to use Google Classroom to access files and assignments that their class teacher has set them.

Pupils will need access to their Google Classroom accounts so they can complete their weekly Home Learning.

Your child will also be set their daily learning tasks if they or a person living in their household have to self-isolate due to having symptoms of COVID-19, or they have to isolate as part of the test and trace scheme.

What security settings are in place?

Each pupil's account has a particular set of security settings to reflect the fact that the system is being used by a child. Pupils will not be able to access You Tube at school and will not be able to send or receive emails.

In addition to this, pupils will only have access to:

- Google Classroom,
- Google Drive,
- Google Docs,
- Google Slides,
- Google Sheets.

To login, your child will be given a username and a password. Although the username your child has been provided with looks like a school email address, we would like to stress it is simply a username and will not be used as an email account.

Your child's password is unique to them and contains a word, a special character and a number. If your child cannot remember their password please contact your child's class teacher via Class Dojo.

How does my child log in?
This system is available in school and from home via any computer with internet access. It is also available on other devices, such as smartphones, iPads, tablets and Chromebooks. The log in page can be found here: **Google Classroom**

To support your child with accessing their account, Mr Thorn and Mrs Robson have created a short tutorial which you can access through Class Dojo.

What if my child is unable to access the work?
Please contact your child's class teacher to discuss this. We do not want pupils to not access their home learning or blended learning due to not having access.

Staying Safe online:
With pupils accessing a number of lessons online, it is important that both parents and children know how to stay safe online.

Please visit our **Internet Safety** e-safety page to learn more about privacy settings and how to talk to your child if you have a concern.

We look forward to using this new approach to extend your child's computing skills and to continue to provide effective home and remote learning.

Yours sincerely

Mr Goodwin
Headteacher