



# Classroom

## Update 4 – Friday 6<sup>th</sup> October

Welcome back to the new half term! It's great to see everybody is up and running on Google Classroom.

*Please remind your child to check Google Classroom regularly for any homework and Year Group updates.*



### Year R and Year 1 Parents

Thank you to all those families that have activated their child's Google Classroom account by logging in. There is still a handful who have not yet activated Google Classroom. Could we please ask you to do so by logging into your child's account, this will allow you to access Parents' Evening, online learning activities and Home Learning. Help and information on how to do this can be found on the previous 3 Google Classroom updates. Our Google Classroom updates are available under the Community tab on the Federation's website or under School > Community on the new SchoolApp. Your child's unique username and password has been sent home by their class teacher.



### Using Google Classroom for Parents' Evening

We are extremely excited to be offering the opportunity to virtually meet with your child's class teacher for Parents' evening.

Below is information on how to access and attend your child's 10 minute Parents' Evening slot; this meeting will be held through **Google Classroom** by using **Google Meet**.

### *What is Google Meet?*

Google Meet is the video system that we have alongside Google Classroom.

### *Getting Google Meet*

Google meet can be accessed on a PC or Mac by clicking on the link provided by the school (information on where to find this link is provided below).

Google Meet works well on Chrome, Edge and safari browsers but does not work on internet explorer.

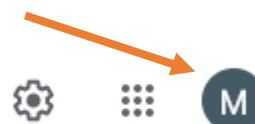
### *Can we take the meeting on our phone or tablet?*

The Google Meet app can be downloaded for free onto your phone or tablet via the Google Play store if using Android device or the Apple store if using an iPhone or iPad.

### *Do we have to log on?*

Yes, use your Child's Google classroom to log on. You can check which account you have logged into, by checking that your child's initial of their first name is in the top right hand corner in the circle.

For example,

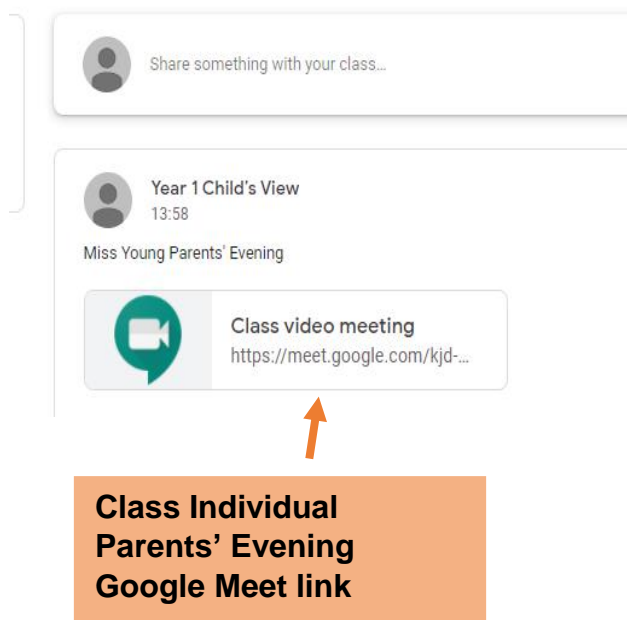
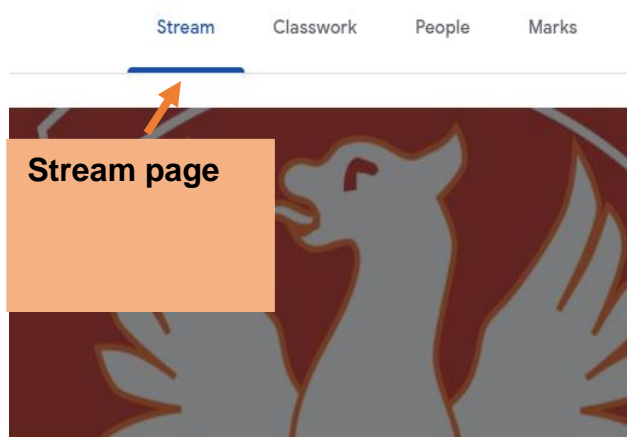


### *Will we go straight into the meeting?*

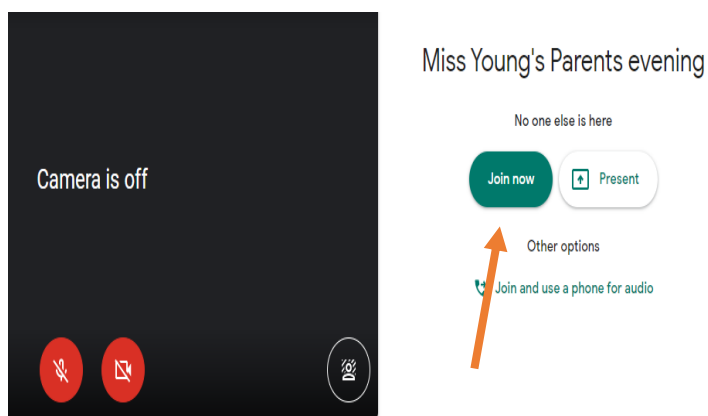
No, you will have to wait for the teachers to let you in. Please join at the time provided only.

### *How do I join the meeting?*

On your child's Google Classroom stream page, you will find an individual link that has been provided by your child's class teacher. Simply click the link and it will take you to the joining page for your appointment.



Once you have clicked on the individual link, click '**Join Now**' to enter the '**virtual waiting room**'. Your child's class teacher will then allow you access at your appointment time. Please ensure, you have joined the 'virtual waiting room' **5 minutes before your appointment slot**.



**Click 'Join Now' to enter the 'virtual meeting room'**

### Frequently Asked Questions about Google Meet

#### *Google Meet has asked to use my microphone what should I do?*

If Google Meet asks if it can use your microphone and speakers, authorise this so you can hear and talk to your child's teacher. Leave your webcam and microphone on during the meeting.

Once you are in the 'virtual meeting room' it is important to check your access settings for your microphone and camera to make sure they work.

You can do this by clicking the 3 dots in the bottom right hand corner. Next, click **general** at the bottom of the menu. This will take you to sounds, you can then check your microphone and video settings here. Or check your computer's settings.



**Settings**

### ***Will the meeting be recorded?***

No, we will not be recording parents during these meetings.

### ***Can we both parents join from different locations?***

Yes, both parents can log on from different locations and join the same meeting with your class teacher as long as you have access to your child's Google Classroom logon.



Finally, do not panic! As well as this letter, there will be a video tutorial on how to log on to our Virtual Parents' Evening through Google Classroom.

This will be available to view on your child's Google Classroom Stream.

We do advise that you familiarise yourself with your child's Google Classroom (they can help you too) and check your devices camera and microphone settings **before** your appointment.

If you have any problems, please speak to your child's class teacher and use the Google Classroom tab on the federation's website/SchoolApp.

### ***Thank you for your continued support.***

**Please note: Your child's Google Meet code will not be made available until the day of your child's Parents' Evening.**

### **Home Learning**

If your child is not at school, due to Covid-19, their Home Learning will now be provided through Google Classroom.

Work will be available by the following day; this allows teachers time to ensure high quality work is provided. However, there will be a range of activities they can access before their work has been uploaded.