How to use Google Classroom
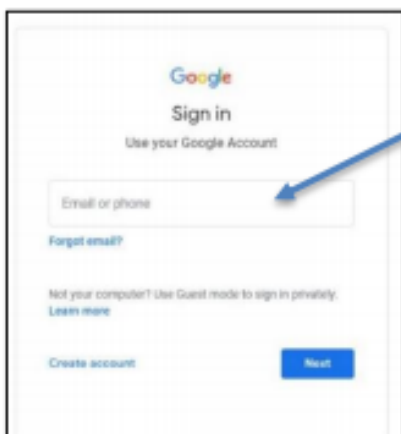
A Parent Guide to Google Classroom

We are using Google Classroom for all children in **years one to six** for our home learning offer. Google Classroom is a space where children can access their learning online. It is available through a laptop or **Chromebook** as well as a downloadable app on most tablets and smartphones. Below are instructions for how to log on and access work for your child.

If accessing through **a Desktop PC, Mac or laptop,** this can be done by clicking on this link https://classroom.google.com or typing it into the search bar on your browser.
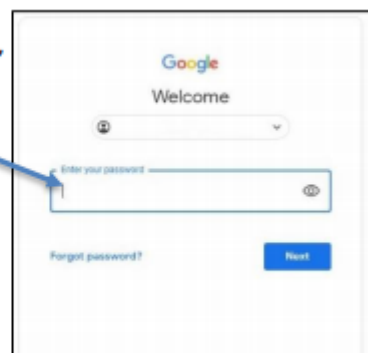
If you are using a Chromebook, you will need to download the Google Classroom app from the Web Store. Once done, ask your child to sign in using their school login as below. If you are unable to do this, it may be that you will need to login to the Chromebook using your child's username and password instead from the startup screen.

 If you are using an iPad or other tablet or smartphone, please download the free **Google Classroom app from the App Store**.
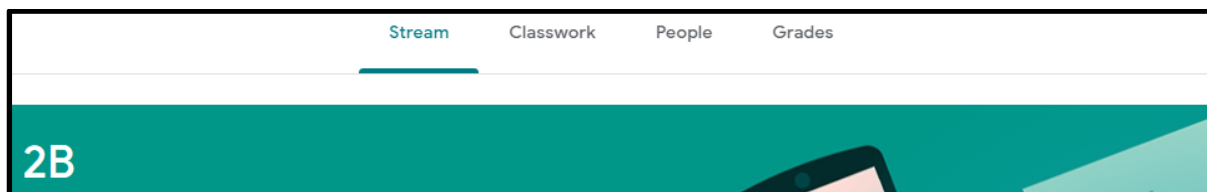

To sign in your child should enter their username as detailed above. This needs to be the full username including the **@curwen.ttlt.academy** part. Click next. Now, enter their password and click 'Next

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You will see the following options as tabs across the top of the page:

Stream

This is where your child will see posts from their teachers. Posts may contain links to websites, classwork set by your child's teacher or simple communications between all the members of the class. All posts are always monitored by your child's teacher, as are any accompanying comments made by individuals, so we ask that children only use this feature if they are asking a question about their work or responding sensibly to a post. Any Parent/Carer questions relating to issues other than the learning activities on Google Classroom, should be submitted in the usual way through StudyBugs.

Classwork

This is where your child will access curriculum content (learning activities) set by the teacher. This is the best way of accessing the content set rather than having to worry about searching on the Stream. Any curriculum content added will be in the form of a Google Doc, Google Slide or other Google Suite app **(If you are using a tablet, you may be required to download additional free apps)** as this will allow the children to edit and 'hand in' their work individually and electronically to the teacher. Classwork will be added regularly and may have a due date for completion. Teachers will be able to see your child's progress and support them where necessary and can add comments to some of the children's work.

If your child is stuck with a piece of work, they can post a comment using the private message function at the right hand side of the screen to message the teacher.

Please note that teachers are working in school with groups of children during the week so may not be able to respond to messages straight away every day. Teachers have been instructed not to respond to messages during weekends and late in the evenings, these messages will be answered the next working day. Year group teams will work together and may share work across more than one classroom.