

## **A Parents Guide to Google Classroom**

We are using Google Classroom for our students. It will be used as a home learning tool and as a virtual learning platform should a class or year group bubble need to close.

Google Classroom is a space where children can access their online learning. It is available through laptops, chrome books, as well as a downloadable app on tablets and smartphones.

Below are instructions for how to log on and access work for your child. They will also be shown how to do this in school.

### **Username & Passwords**

Each child has a unique username and password to log on set by year group.

Your child's username and password are:

Username: year 3 children:

[17firstinitialsurname@whitehall-j.walsall.sch.uk](mailto:17firstinitialsurname@whitehall-j.walsall.sch.uk)

Eg. [17jbloggs@whitehall-j.walsall.sch.uk](mailto:17jbloggs@whitehall-j.walsall.sch.uk)

Password: your child's password including date of birth day and month only!

If in class 1:	kingoneddmm	eg. kingone1112
Class 2:	tommytwoddmm	eg. tommytwo1608
Class 3:	thelmathreeddmm	eg. thelmathree1704
T3:	simba-ddmm	eg. simba-3012

**If you need help with this, please contact [stahir@whitehall-j.walsall.sch.uk](mailto:stahir@whitehall-j.walsall.sch.uk)**

### **Google Classroom**

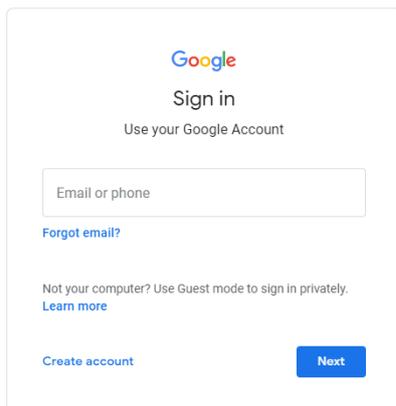
If accessing through a Desktop PC, Mac or Laptop, this can be done by clicking this link <https://classroom.google.com> or typing it into the search bar on your preferred internet browser.

If you are using a Chromebook, you will need to download the Google Classroom app from the Play Store or simply use your Chrome browser.

If you are using a tablet/ iPad or smartphone, please download the free Google Classroom app from your app store or use your internet browser.

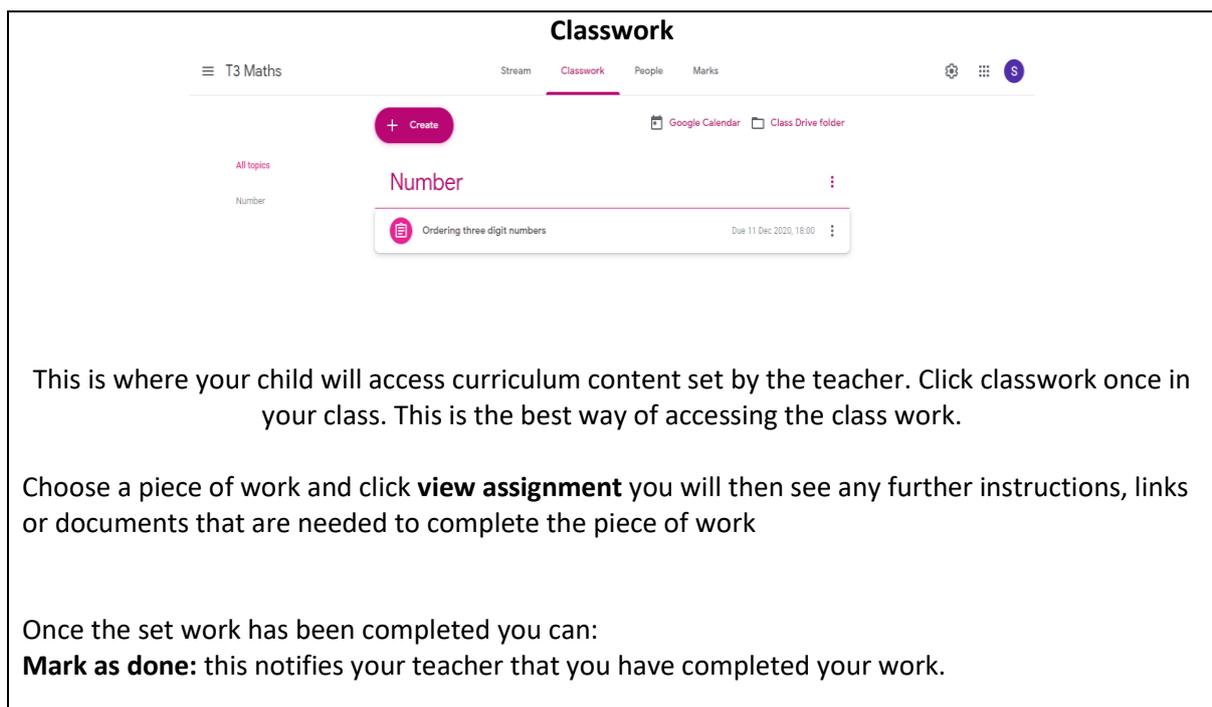
Once done, encourage your child to sign in using their school log in as below.

To sign in



Enter your child's email address and password as instructed. Your child will then be able to see any classes that they are in.

Please not Gmail and Google Meet WILL NOT be enabled for children currently.



This is where your child will access curriculum content set by the teacher. Click classwork once in your class. This is the best way of accessing the class work.

Choose a piece of work and click **view assignment** you will then see any further instructions, links or documents that are needed to complete the piece of work

Once the set work has been completed you can:

**Mark as done:** this notifies your teacher that you have completed your work.

**Add or create:** allows documents/ photos etc. to be attached to the work.

Some set work will have attachments set for children to complete (these will open as google docs). This will appear when clicking on the assignment as **your work**. Once completed these should be handed in by pressing **turn in**.

**To Write on set work- Please use KAMI program.**

When opening set work, click open with Kami Pdf filler.

The screenshot shows a Google Classroom interface for an assignment titled "Ordering 3 digit Numbers.doc". The main content area displays the text "I can order 3 digit numbers." followed by the instruction "Order the numbers from smallest to largest". Below this, there are two rows of numbers: "123, 224, 109, 544, 329" and "322, 411, 615, 412, 100". Each row is followed by five empty boxes for writing the numbers in order. An "Open with" dropdown menu is visible, showing options like "Annotate with Kami", "Google Docs", and "QR Code Generator". The bottom of the screen shows a navigation bar with "Page 1 of 1" and a search icon.

Teachers will be able to see your child's progress and can add comment to their work. If your child is stuck with a piece of work, they can comment using the private message function at the right-hand side of the screen to message the teacher.

Teachers will respond to the comments about work set.

### **Final word**

We take all aspects of e-safety seriously. Please refer to our Google Classroom Pupil Agreement which clearly sets out our expectations when children access online learning at home.