

Google Classroom



Google classroom allows teachers to send work e.g., powerpoint presentations, videos or word documents to individual children. Families are then able to print work or upload work completed eg, upload a photograph and send comments to the class teacher.

Please see the **Quick Start Guide** below that gives step by step instructions in how to do this. This can be done via:

- Google Classroom app on a smartphone or tablet. The Google Classroom app is available for free on [Android](#), [Apple](#) iPhone/iPad, or Chrome OS mobile devices.

Tip: If YOU have MULTIPLE children USING Google Classroom YOU COULD consider allocating a specific device for each child, to save YOU logging IN/OUT each time.

- Google website (ideally using Chrome internet browser) on any computer.

Tip: If MULTIPLE children are USING Google Classroom, consider creating different "People" profiles within the Chrome browser, this allows YOU to easily switch between "People" WITHOUT having to log IN/OUT each time.

The safeguarding of our children is very important to us. Therefore all work/uploads can only be viewed by you and school staff. It is crucial that you do not share photos or videos from your child's Google classroom on social media or through other online platforms. Any incidents where this confidentiality is broken will be dealt with very seriously and may result in your access to the system being withdrawn.

Google classroom - Online learning platform agreement **By accessing Google Classroom you are agreeing to the following:**

- I agree to St. Ambrose Primary School using google classrooms to create online learning for my child
- I agree to uphold the schools request not to share or upload any photos or videos of other children
- I agree to uphold the schools request that teachers will only post or comment during school hours (9.00-3.30)
- I agree to keep my log-in details secure and not share with other people
- I agree to my child's teachers working on google classrooms at home and in-line with the staff online user agreement
- I agree not to electronically share, by social media or other platforms, any part of my child's learning from google classroom or images and videos uploaded by the class teacher
- I agree to upload any work from my child's home learning, ensuring that no inappropriate material is posted

Quick Start Guide for Google Classroom

The following steps should help you access and use Google Classroom to support remote learning for your children. A key benefit is a single place to find and access content.

1. Go to the classroom.google.com website using an internet browser on your computer, laptop, tablet or smartphone. Alternatively, download and use the Google Classroom App on a smartphone or tablet. Click here for [iOS](#) or [Android](#)



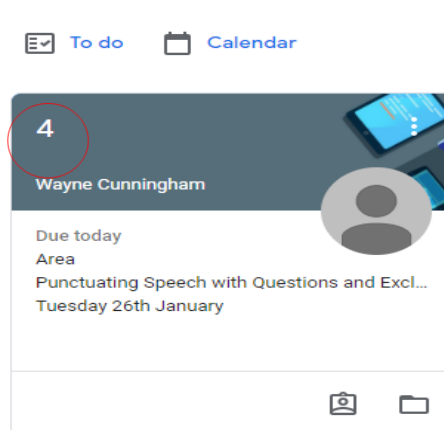
Each child has a St. Ambrose Google account which allows them to access their Google Classroom.

2. Please login to Google by using your child's email address and password. (This will be sent to you via the email you used to send your child's learning to school.)

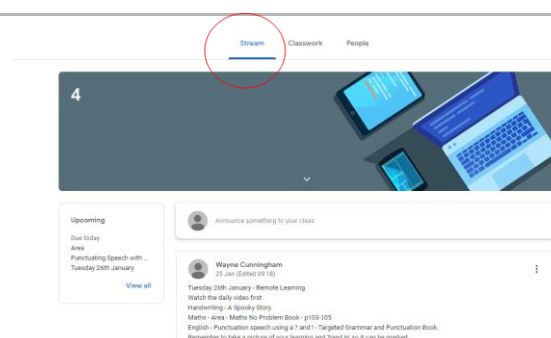
e.g. smithj16@st-ambrose.manchester.sch.uk

3. Password: When you first log in to Google Classroom, you will be asked to change your password. Make sure this password is easy to remember for your child.

4. When you are logged in, you will see the class that you are in. Click on your class

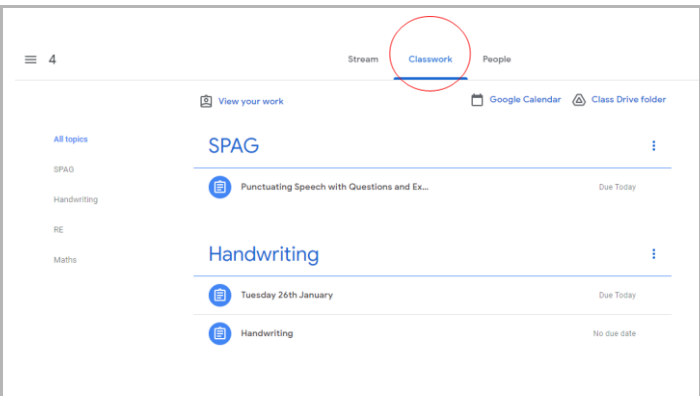


5. Clicking on your class will take you to your stream. In your stream, you can see any messages or videos that have been posted and also you can see the learning that is due to be completed.



6. Classwork

The **Classwork option** shows assigned learning for your child. The assignments will have due dates next to it so you can tell which assignment need completing and when.
Click on an assignment to open it.

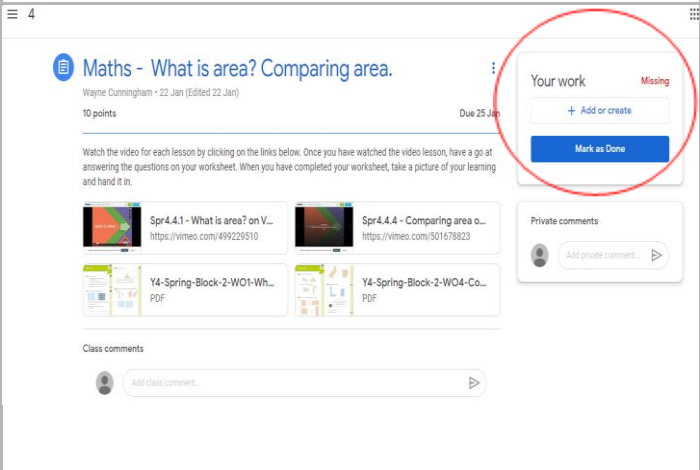


7. Assignment.

When you open an assignment, there will be instructions on what to do. This could include a video, a presentation and the worksheets that you need to complete.

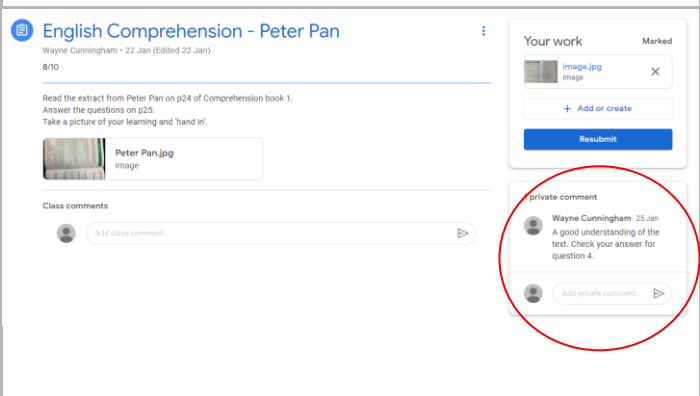
When you have completed your assignment, you will need to 'hand in' your completed learning. This can be done where it says 'your work'.

You can take a picture of your learning and add it to your work. Alternatively, if you have completed your learning using a document on a device, you can attach it in your work. Remember to click hand in.



8. Comments

Once handed in, your teacher will provide feedback for your learning which you will be able to view and respond to.



If you have any problems in logging in to your child's school google account, please contact the class teacher on their class email address.

Class	Email address
Nursery	nursery@st-ambrose.mancherster.sch.uk
Reception	reception@st-ambrose.mancherster.sch.uk
Year 1	year1@st-ambrose.mancherster.sch.uk
Year 2	year2@st-ambrose.mancherster.sch.uk
Year 3	year3@st-ambrose.mancherster.sch.uk
Year 4	year4@st-ambrose.mancherster.sch.uk
Year 5	year5@st-ambrose.mancherster.sch.uk
Year 6	year6@st-ambrose.mancherster.sch.uk

