



Ashford Park Primary School

'Inspiring a love for lifelong learning'

18th September 2020

Dear Parent/Carer

GOOGLE CLASSROOM

We are very excited to announce that Ashford Park will be using Google Classroom to support the children to access their online learning during these challenging times. Google Classroom will be available if your child is isolating at home due to Covid 19 or in the event of a full or local lockdown.

Our IT support provider have set up a Google account for each child, please can we ask that you use the link below to access your child's login details.

In order to ensure that the online learning runs smoothly, please can we ask that you register as soon as possible in case circumstances dictate the need to switch to remote learning at short notice.

<https://tiny.cc/AshfordParkGSuite>

Please enter your child's details based on the information that you have supplied to the school at time of registration as this is the information that has been used.

Once you have your Google account details you can either access Google Classroom on a laptop from the Google Classroom website or download the Google app (which is the best option if you have a tablet device).

Use your Google account information to log in and then enter the appropriate class code:

XXXXXXXXXX

Please follow this link for more information:

<https://support.google.com/edu/classroom/answer/6020297?co=GENIE.Platform%3DDesktop&hl=en>

If you have any issues with this process, please can you send an email to your year group email address.

When you first log into your Google Classroom there may not be work available for you to look at immediately, staff are currently working on this and will upload resources very soon.

Headteacher: Mrs Sarah Tarrant

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If there is work available please feel free to explore this but do not complete the work unless instructed to do so, as this will be the work that the children will need to complete on the first day of an isolation or lockdown situation.

During a period of isolation or lockdown work will be scheduled to appear each morning, with the exception of the foundation subjects as these are weekly not daily activities.

If your child is isolating due to Covid 19, but the year group is still in school the work being completed in school will be uploaded for your child to complete at home. There will also be opportunities for your child to access the lesson resources on Google Classroom at any time during their absence.

Please note this service will begin on Monday 28th September.

In the event of a wider isolation or lockdown situation we will aim to set up a live Google meet session each day. During the first session your teacher will explain everything in more detail, including what you can expect from us.

The children will be supplied with their own whiteboard and pen to be used during these sessions, they will be sent home with them soon.

Google Classroom is a new tool to us all and we may experience some 'teething problems' initially, if this is the case please bear with us.

For educational and safeguarding reasons all live lessons will be recorded and by your child joining the class you will be consenting to this recording.

Our IT Support provider have confirmed that all voice, video and chat interaction recording is securely stored on Googles end to end encrypted cloud servers.

We would like to thank you in advance for your patience and support as we work through this new technology together.

Please also find our Acceptable Use Policy for Google Meet which we would be grateful if you would read and share with your child(ren) as appropriate.

Yours sincerely,

Mrs S Tarrant
Headteacher

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