



West Park C.E. Primary School

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West Park CE Primary School Parent Guide to Google Classroom

What are we using Google Classroom for?

We are going to be using Google Classroom for homework and home learning and for taught inputs and learning activities in a lockdown. Each week your child will be able to find their spellings and maths homework here. Teachers will record videos to help explain the maths learning to support you and the children at home. Some of the tasks will be on documents the children can work on and submit, others will be in the form of quizzes which will give the children and you instant feedback on their learning. The children can also message the teacher if they need to ask a question or need a helping hand. Teachers will be able to track the children's progress through tasks- documents auto save and there is no homework book to disappear into the depths of a bag or get lost between school and home.

Additionally, teachers can use Google Classroom to send messages and reminders to the class and share examples of work completed in school.



Accessing Google Classroom

Pupils can access Google Classroom using the mobile apps (Android and iOS), or via a web browser by visiting www.classroom.google.com. They should sign in using their @westpark.w-sussex.sch.uk email address that they have been given by their teacher. Once pupils have logged in, they will see the class overview page. From here they can see all of the classes they are registered with, a summary of any work due and add new classes (requires a class code from their teacher). Clicking on a class will

open that Classroom.

Accessing resources

When home learning is set online, it can be submitted directly within Google Classroom online without needing to be printed. To open the homework, click on the Open button on the appropriate post in the Stream page. You will then see the homework description and any attached documents. The simplest way to complete the home learning online is to open the attachment and complete your assignment in this document. When you are finished, click on the MARK AS DONE button. You can even add your own attachments to your submission, such as photos, audio clips, videos, etc. Once the home learning has been marked by the teacher, you



West Park School, following its Christian foundation, will enable all children to experience an enjoyable learning journey which challenges and stimulates them within a happy, safe, caring and secure environment

can see feedback and any comments made by the teacher by opening the home learning task as before.



Safety Features

Although many safety features have been enabled by our administrators, it is still the responsibility of parents to monitor what children are accessing online at home. We will continue to teach children the importance of being responsible digital citizens and accessing age appropriate material and we

appreciate parents supporting this at home with their children.



Why have we chosen to do this?

1. Prepare our children for secondary school home learning.
2. Provide an online learning platform for home learning during a local or national lockdown.
3. Motivate children to complete their learning in a format that is engaging.

Increasingly, secondary schools are expecting their home work to be completed online. Google apps have been used successfully in many other schools in the locality. They have been tried and tested and shown to be a really useful and secure way of engaging children in their home learning.

If you have any questions or comments, please feel free to email office@westparksch.co.uk and direct your comments to Mrs Craig (Home Learning co-ordinator) and Mrs Potter (KS2 ICT Leader).