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Great Tew Primary School
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Dear parents/carers

Google for Education and Remote Learning

As you are aware, the school is signed up with Google for Education, and every child has their own login to this online learning platform. Two key aspects of Google for Education are Google Meet (for virtual meetings) and Google Classroom, which is like a virtual classroom, where learning can be shared, submitted and responded to.

There are a few things that we need parents to do, to help us ensure that children are able to access their learning and meet online with their teachers and classmates.

Ensure Your Child Has Access to Their Google for Education account

Google for Education can be accessed from any computer or tablet that has access to the internet. If using a computer, it is best accessed via Google Chrome if possible and you simply go to Google and login with your child's username and password. You should all have received login information but please let us know if this is not the case. If you have more than one child accessing Google Classroom on the same computer, Google Chrome allows you to create different accounts for each child. An explanation of how to do this can be found in this very useful **Getting Started Video for Parents:** <https://gfe.oxon.in/>

Ensure Your Child Has Access to Google Classroom

To access Google Classroom pupils can use the classroom app on a phone or tablet or visit <https://classroom.google.com/> on a computer.

TOP TIP: It is particularly easy to submit learning to Google Classroom via the App, so I would strongly encourage you to download this onto a phone or tablet to make the submission of photographs of your children's learning very straightforward.

Ensure Your Child Has Accepted the Invitations to Join Their Classrooms

All children will have been invited to join two classrooms, their own class, and my assembly classroom, "**Mrs Miles' Assemblies**". Please accept these invitation/s, which you will find by going to Google Classroom and then pressing "**Join**" on the relevant classroom.

If you can't find the invitation to my Mrs Miles' Assemblies classroom, you will need to use the class code: **I6lrhgu**

This is all well explained in the **Getting Started Video for Parents** mentioned and linked above.

Learning every day, for all classes, will be found on the classroom "stream" and learning should be submitted via the classwork tab. There is a video link here to show you [how to submit learning using the Google Classroom App](#) on a phone or tablet. Alternatively the photo can be submitted from a computer, as is explained in the video referred to previously, **Getting Started Video for Parents:** <https://gfe.oxon.in/>.

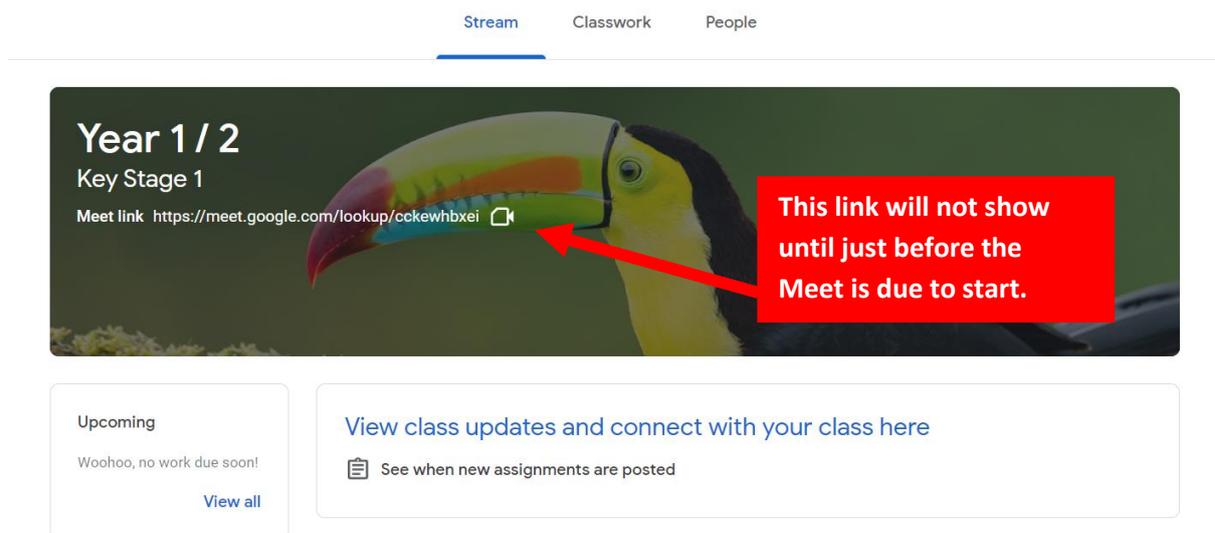
And Finally, and Importantly, What to Expect for Remote Learning

For Reception:

- Children's learning will be posted and accessed on Google Classroom. A weekly timetable will be posted on the Streams page, and activities (assignments) will be on the classwork page. Photographs of the children's learning should be submitted via the Classwork assignments. All the Reception staff will be able to see, and respond to, the children's learning posted here, as will I!
- Children will be having a daily Meet, a chance to see their friends and their teachers. Parents will be told how to access these Meets.
- Children learning at home will also have regular 1:1 Meets with Mrs Davison, to do some learning together and catch up on what they have been doing.

For Years 1&2:

- Children's learning will now be posted and accessed on Google Classroom. A weekly timetable will be posted on the Streams page, and activities (assignments) will be on the classwork page. Photographs of the children's learning should be submitted via the Classwork assignments. All the Y1&2 staff will be able to see, and respond to, the children's learning posted here, as will I!
- Children will be having a 9am Meet in the morning with Mrs Butler, to see their friends and talk through the day's learning. There will be another one in the afternoon at 2.30pm, for story time, one of the children's favourite times of the day. **Please Note:** To make it easier to organise and access these whole class Meets, they will be accessed via the **Meet Link** on the toucan's beak on the main classroom Streams page. **The link will not be visible until just before the Meet is due to start.**



- From now on, parents of children in Year 1&2 should use Google Classroom to submit children's learning, rather than emailing it to Mrs Butler. This will make it much easier to see, and feedback on what the children have been doing at home. If you need to contact Mrs Butler about anything to do with your child's learning, please email her, as usual, on sbutler.2104@great-tew.oxon.sch.uk

For Years 3-6:

- Children are all familiar now with accessing and submitting their learning via Google Classroom which they have been doing for some of their learning this past week. **From now onwards, to keep everything in one place and to simplify feedback, all the children's learning, in all subjects, will be submitted to Google Classroom.** This is most simply done, as outlined above, by using the Google Classroom App and submitting a photograph of their learning and submitting their assignment. Please remember, as always, it is not essential for White Rose maths worksheets to be printed if that is causing problems. The children can do their maths on a piece of paper, and then submit a photograph of what they have done.
- All classroom staff (including me) will be able to see, and respond to, the children's learning. I am looking forward to being able to drop into the classrooms and see what the children have been up to; it will certainly be a lot more enjoyable for me than some of the other Covid-related jobs keeping me very busy at the moment! Staff will easily be able to see exactly what has been submitted by every child, and which assignments have not been completed. It should encourage a greater level of independence with the children's learning, as they can very easily submit all their learning themselves. In addition, it will simplify feedback, avoiding the need for teachers to respond to up to 90 emails per day!
- Children should continue to use the Google Classroom Stream to find their learning, and check their upcoming activities.
- For the time being, Meets for Years 3-6 will be accessed via the Meet app from the **nine dot "waffle"**, though this may change.

For All Children:

- I am holding assemblies, via my assembly classroom, as follows:
 - Monday at 2.30pm – Y3-Y6
 - Tuesday at 2.30pm – Reception, Y1 & Y2
 - Friday at 9.00am – all children and staff, for Star of the Week!

These are accessed via the Meet Link on the classroom streams page, as explained in the diagram below:

Stream Classwork People

Mrs Miles
Mrs Miles Assemblies
Meet link <https://meet.google.com/lookup/avjsexpme5x>

This link will not show until just before the Meet is due to start.

Upcoming
Woohoo, no work due soon!
View all

Lucy Miles posted a new assignment: Looking For the Beauty in Nature
Jan 9 (Edited Jan 9)

Lucy Miles
Jan 9
Here is Friday's assembly.

Please contact us if you are having difficulty accessing or submitting your children's learning or navigating Google for Education and we will try to help you. Technical support is available for parents via our IT support provider, 123ICT (a flyer is attached).

Attached to this letter is an important document about protocol around using Google Meet. Please read this carefully and discuss it with your children.

Thank you to you all for your ongoing support as together we do all we can to make this work the very best we can for your children.

Best wishes,

Mrs Lucy Miles