Introductory Guide to Google Classroom for Parents and Guardians

John Port Spencer Academy September 2020

What is Google Classroom?

Google Classroom is a free Google App that aims to simplify creating, distributing and assessing learning in a paperless way. Teachers can use Google Classroom to send announcements to entire classes, share resources, lesson notes, PowerPoints, diagrams, and home learning. Pupils can use it to access work covered in class in school, at home or on the go and complete home learning. It is a free resource that can be accessed from any device connected to the internet - laptops, desktop computers, chromebooks, tablets or mobile phones

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 @johnport.derbyshire.sch.uk email address. 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 (this requires a class code from their teacher - these will have been sent out to students via email and Show My Homework). There is also a video guide on how to upload work for students:
https://drive.google.com/file/d/1cGnL2XBjJoLuABK-n-xWepV9zXTELSKC/view?usp=sharing
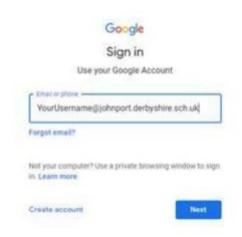
Safety Features

John Port Spencer Academy prides itself on the digital safety of our students and therefore has taken every necessary precaution to ensure the highest level of security is being met. Although all safety features have been enabled by our administrators, it is still the responsibility of parents/guardians to monitor what children are accessing online at home, particularly outside the remits of Google Classroom. We will continue to teach all our students the importance of being responsible digital citizens and accessing age appropriate material..

More information regarding the privacy and security of Google Classroom can be found at
http://services.google.com/fh/files/misc/edu_privacyandsecurity.pdf

Resetting Google Passwords.

If a student doesn't know their School Google password they can now reset it themselves

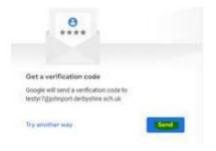1. At the login box enter your full school email address and then click next.

2. Click 'Forgot password?'

3. Click 'Try another way'

4. Click 'Send' 5.

Further support

Below are the contact details for the Blended Learning Lead for each year group, should you require further assistance.

Year 7 - Ms E Clee - ECl@johnport.derbyshire.sch.uk

Year 8 - Mrs E Murphy - EMy@johnport.derbyshire.sch.uk

Year 9 - Miss A Stocks - asto@johnport.derbyshire.sch.uk

Year 10 - Miss K Hobson - KHo@johnport.derbyshire.sch.uk

Year 11 - Mr P Pawlitta - PPaw@johnport.derbyshire.sch.uk

6th Form - Mr J Hornsby JHo@johnport.derbyshire.sch.uk

This will send an email to the students school email account with a code in it. Enter this code in the box provided and it will then ask you to set a new password