

# Parent Guide to Using Google Classroom

## Introduction

Bishopswood are using Google Workspace for Education to run remote learning classrooms for our pupils and we hope you can support your child to login and access our classrooms.

Just to reassure you, Google’s Workspace for Education is a safe environment and is not visible to the outside world. Although the accounts look like Gmail, it is a restricted version and email functionality has been turned off.

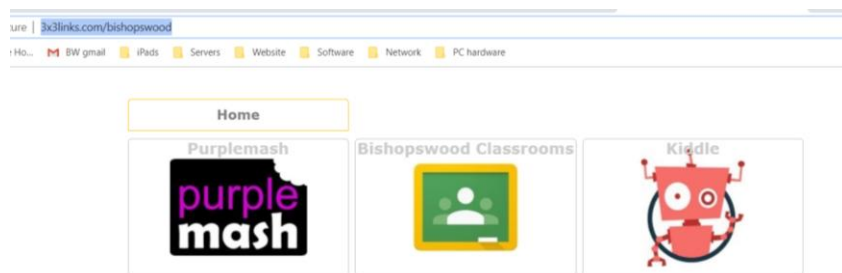
## How does my child access the Bishopswood Classroom

You will have been sent an email with your child’s login details. If you do not have login details please email your child’s teacher.

Use any browser on any device to go to this address:

<http://www.3x3links.com/bishopswood>

Here you will see our front end, children should click on Bishopswood classroom and then login.

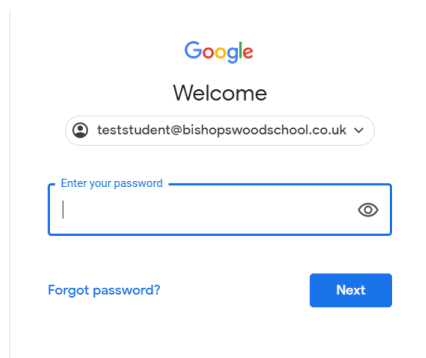


If there are several people using the same laptop make sure you pick the right account or you won't see your classroom. If you go straight in because someone else has left themselves logged in, just log out and get your child to login with the details provided to them.

 Add another account

Sign out

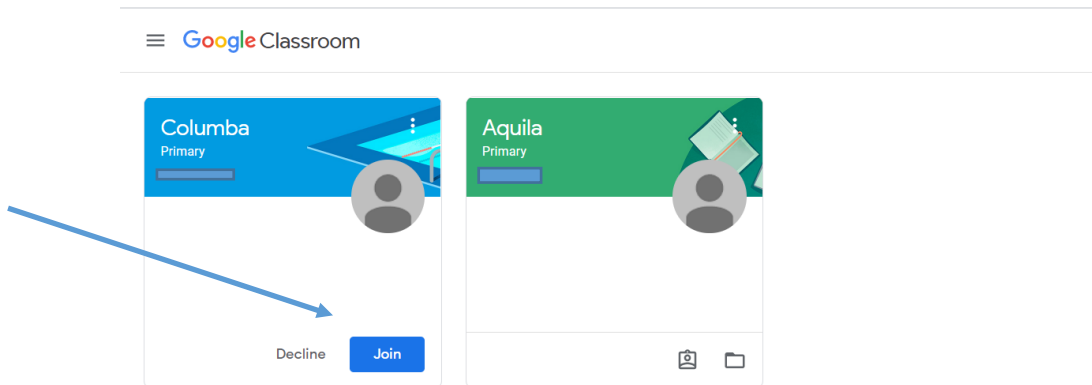
Here's the login screen



Then enter your password:

The first time your child logs in you will get the terms and conditions to Accept.

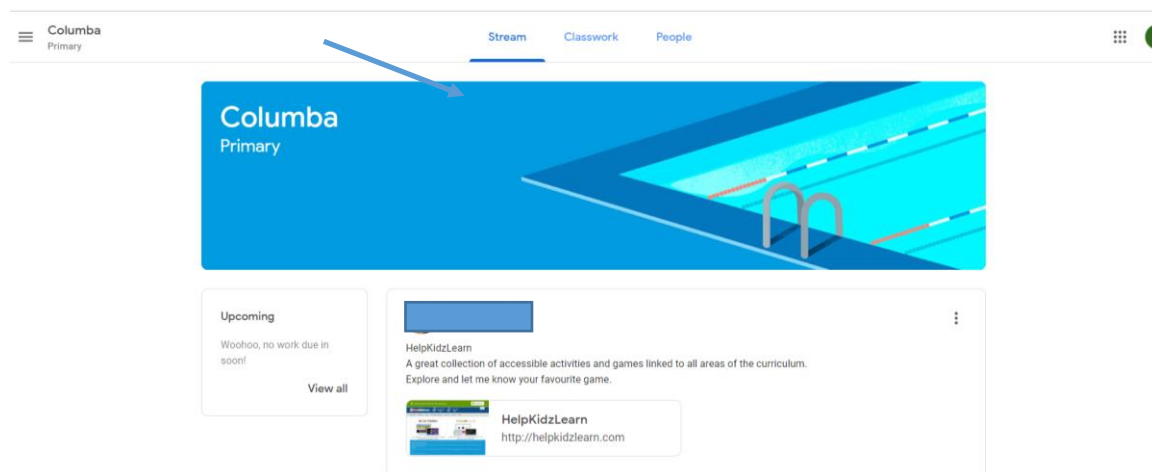
You will see all the classes you are part of. If you haven't already joined the class just click Join.



Once you are in your classroom you will see 3 headings:

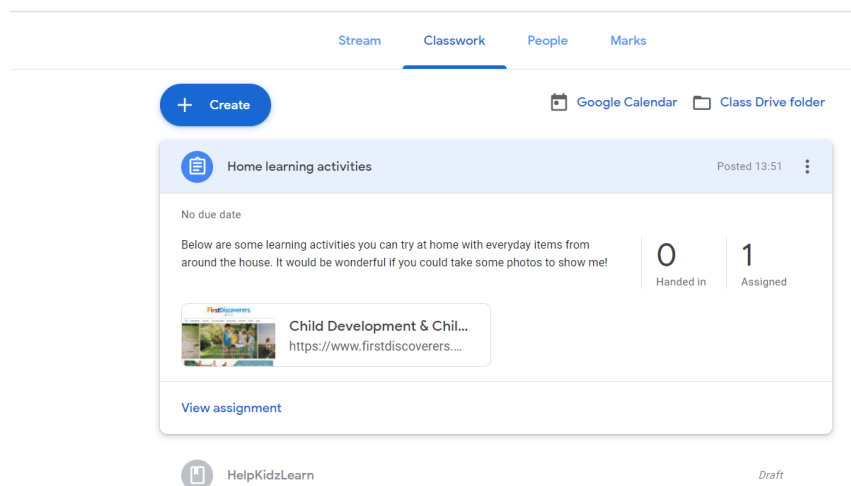
### Stream

Stream is where teachers will write comments, and you can write back. Everyone in your class can see the comments. Please make sure you follow our normal school rules and only comment like you were talking out loud in your class.



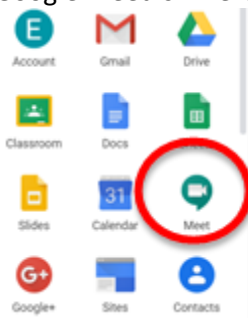
### Classwork

Classwork is where you will find the work set for your child



## Google Meet

Google Meet is where teachers can video conference you.



When your child is logged in, click on the 9 dots and choose the Meet icon

Note: only teachers can create a meeting, not students.

Click on Join it will then start your microphone and camera. Obviously you'll need the camera on your laptop and the built in microphone if you want to see and hear people.

Once you can see yourself click Join Now

## Further guidance

Teachers will post age and ability appropriate work for your child to do.

All work will be set via Google Classroom, you may be asked to submit work online or to take a photograph of your work and upload it.

### Online Learning Guidelines

If you have a question about the work your teacher has set, please use your Google Classroom stream to ask your teacher about it. Teachers will try to respond as soon as they can.