

**Homework using Google Classroom**

9th November 2020

Dear parents/carers,

The school has set up google classroom - thank you to the many of you who have logged in already. We will be using google classroom to set some aspects of homework to support us, your child / you in using the online platform - this is to help us resolve any glitches as soon as possible and to give us time to become more familiar with using it. We would like to move to Google Classroom instead of the school website if/when we need to move to remote learning.

When using Google Classrooms, homework will be set by the class teacher on Thursday at the latest and will be due in the following Tuesday.

Teachers will set spelling words for Y1-Y6 children to learn – the children will have spent lots of time learning these words in school. Children in KS2 will be tested on their spelling words each weekly. Children in KS1 need to learn their spelling words at home but they will not have a test.

In addition, children in KS1 will be set mathematics homework each week-this will be linked to work undertaken in class. In KS2, children will be set a piece of mathematics or English homework each week – this will link to work undertaken in class.

Once a term homework will be linked to a different area of learing instead of mathematics or English.

To access your child/ren’s homework. Log into google classroom using the details you were previously given. If you are unsure how to do this, follow the instructions at the end of this letter.

All homework will appear in the classwork section of your child/ren’s google classroom account. A topic folder called ‘homework’ is in this section. Homework will be posted here each week. Each piece of homework will have instructions with it.

Click on the homework assigned to your child/ren. Then click, ‘view assignment’. This section will have the details about what your child needs to do to complete their homework. This is also where the homework is returned. To return the homework back to the teacher, clcik on ‘+ Add or create’. Upload the file or photograph and then click, ‘turn in’.

**There are different ways which children can complete their homework to return it:**

1. Print the homework. Complete it by hand and then scan or photograph the homework. Return as above.
2. If you are unable to print the homework, refer to it on the computer. Write the answers on paper, then scan or photograph the paper. Return as above. (If you would like an exercise book for your child to work in please ask your classteacher.)
3. Complete the homework on the computer for example by using ink /completing the word document sent (some tasks may be set in PDF format so this will not be possible). Return as above.

Please do let the school know if you have any problems using google classroom. If you do not have your child/ren’s log in details, please speak to the class teacher.

With many thanks for your help in this matter,

Zoe Avastu

Headteacher

How to use Google Classroom

Please help your child to follow these steps so they can continue to complete learning activities, hand them in, and get feedback from teachers when we use Google Classroom to support remote learning.

**Note:** your child will need their log-in details for their school G Suite for Education account to complete the steps below. These log in details will be sent to you via text message.

Smartphones and tablets: download the free Google Classroom app

| **Android devices** | **iOS devices (iPhones, iPods, and iPads)** |
| --- | --- |
| * Open the Play Store app
* Search for ‘Google Classroom’
* Tap ‘Google Classroom’
* Tap ‘Install’
 | * Open the App Store app
* Search for ‘Google Classroom’
* Tap ‘Google Classroom’
* Tap ‘Get’
 |

Once the app has downloaded, open it.

Then, your child needs to:

* Log in to their G Suite for Education account using their log in details.

Computers and laptops: log in to Google Classroom

Your child needs to:

* Go to [www.classroom.google.com](http://www.classroom.google.com)
* Log in to their G Suite for Education account using their log in details.

How to get and hand in work (computers and laptops)

Your child needs to:

* Go to Google Classroom (see link above)
* Click ‘Classwork’
* Click on an assignment, then ‘View assignment’
* On the right-hand side of the page, click ‘Add or create’. Follow their teacher’s instructions on how to complete their work
* Once they’ve finished, click ‘Hand in’, then ‘Hand in’ again to confirm

**Made a mistake?** Click ‘Unsubmit’ to return the work, and follow the last two steps to resubmit it.

How to hand in work (mobile devices – Android or iOS)

Your child needs to:

* Open the Google Classroom app
* Tap on their class, then ‘Classwork’ (at the bottom)
* Tap on an assignment, then the arrow at the bottom
* Tap ‘Add attachment’. Follow their teacher’s instructions on how to complete their work
* Once they’ve finished, tap ‘Hand in’, then ‘Hand in’ again to confirm

**Made a mistake?** Tap ‘Unsubmit’ to return the work, then follow the last two steps to resubmit it.

To see feedback from teacher

They can find their returned work by following the steps below.

**On a computer or laptop**

* Go to Google Classroom, then click ‘Classwork’
* Click ‘View your work’
* Click ‘Returned with grade’ on the left-hand side

**On a mobile device (Android or iOS)**

* Open the Google Classroom app
* Tap on their class, then ‘Classwork’

Once they’ve found the assignment, click or tap on any attached files to see the teacher’s feedback.