

Dear Parents/Carers,

Welcome to Google Classroom.

This is the place your child will come every day to view and complete work set by the class teacher.

While they are using Google Classroom, they must follow the code of conduct rules.

1. Use kind words, to each other and to adults. Do not write anything offensive, rude or unkind as these will be read by the class teacher and reported back to yourselves.
2. Make sure that what they write is respectful and appropriate. Only write down things they would be happy to say to the teachers and friends if they were in school. Don't write private things that they do not want everyone to know.
3. Please only use the Class Stream (main page) to ask questions, all responses will be kept to the main stream.
4. Only they are allowed to use the account - do not give the details to anyone else.
5. Remember it is fine to make mistakes - that's how we learn.
6. Be honest and complete tasks according to the instructions.
7. Check the deadlines and timings of assignments - some events will be at certain times and if they are late it will be recorded.

If they break the rules, we may block them from adding comments and will be reminded of the rules. If they continue to break the rules or if they write something rude or offensive, we will have to let Mrs Johal, Miss Devshi or Mrs Pinkney know and we will report back to you.

Finally, this is a new process so don't worry if you find it difficult to use. We will work together to make this a fun learning experience. If you have issues logging on or using Google classroom, please contact the school or class teacher for help.

Please be patient and we promise you it will be worth it.