



Dear Parent/Carers,

Google Classroom Guardian Invite

To assist you in supporting your child/children's learning during this period, we will be sending you the option to connect to their Google Classroom account, allowing you to see the work that is being set, when it is due and if the work has been submitted.

You will shortly receive an email from school with your invite, to the email address you have provided through our data collection booklets. Please check your SPAM folder before contacting the school, in case your provider automatically assigns it to this folder.

When you receive this email you will be invited to set up a free Google account (if that is not your personal provider). This is not needed, but it does work slightly better with a Google account as it allows you to change the summary report from weekly to daily, providing further insights.

As a guardian to your child/children's assigned Google Classrooms you will receive a summary report, you can review:

- Missing work—Work not turned in when the summary was sent.
- Upcoming work—Work that's due today and tomorrow (for daily emails) or that's due in the upcoming week (for weekly emails).
- Class activities—Announcements, assignments, and questions recently posted by teachers.

For more information, please visit - <https://support.google.com/edu/classroom/answer/7126518?hl=en> If you have any difficulties please do not hesitate to contact office@stclementshigh.org.uk who will direct your concern to the appropriate person.

Yours Sincerely,

Mr N K Willingham
Headteacher