

Google Classroom Set Up Teacher and Parent Information

Teacher information:

1. Ensure you have created your class by clicking on the + and then 'Create Class.'
2. Once created, select the three dots icon and select 'Copy class code'.
3. Send a ParentMail to the parents of the child in your class. This has to be a class only email and not the whole year group.

Please find an email template below which can be copied and pasted (obviously with your class individual code and not the Year 5 example!).

Parent Information example to be sent via ParentMail:

Dear Parents and Carers,

Please find below, all of the information for how your child can access their class's Google Classroom for this year.

1. Go to classroom.google.com and click 'Sign In'. Sign in with your child's 'Google Account' details that have been sent home with them.
2. At the top, click 'Join class'.
3. Enter the class code below and click 'Join'.

Please note this code is unique to Class 11 (Mr Dutton).

Year 5 Class 11 code: rkgI54t

Your child will now have access to their Class's Google Classroom, where they will be able to access their weekly Mastermind Quizzes, as discussed during our parent and carer sessions.

Please find the parent/carers support video attached.

[Click here for video](#)

https://drive.google.com/file/d/1_MhoQU5LvwWm_IG4vmUrNvK227AjOC03/view

If you experience any problems or have any questions about your child's Google Classroom set up, please feel free to get in touch via our computing support email address: computing@childwallce.com

Many thanks for all of your support,

Mr Dutton