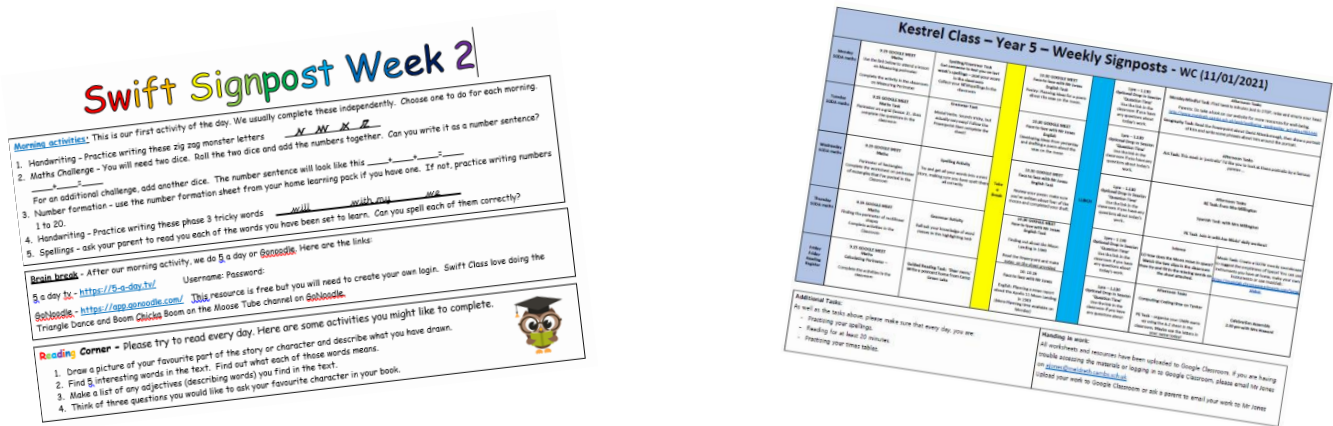




From Monday, in addition to your weekly signposts to home learning, we will be offering your child online live lessons with their class teacher using Google Meet. Links to the meetings will be circulated via your new weekly signposts, which will be emailed to you directly.



For pupils in Year 3 to 6, children will have been issued with a meldreth.education Google Classroom account.

For pupils in Year R, 1 and 2, we will be emailing you your account details shortly to use to log into Google and join the meetings.

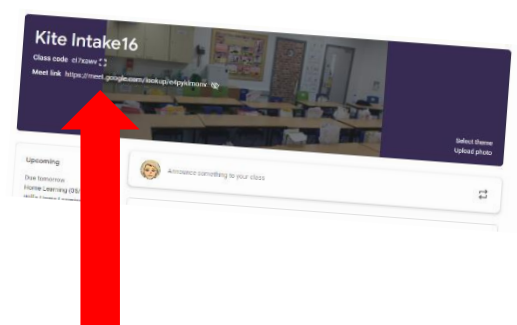
## Getting started with Google Meet

### Before using Google Meet

- Please use Google Chrome as your browser
- Go to google.com
- Click on the 'sign In' button in the top right of the screen
- You must log in to Google using your child's meldreth.education Gmail account.

### Joining your meeting in Key Stage 2

- When it is time for your meeting, your child should go to their Google Classroom stream, click on the link at the top of the page, and click "ask to join."
- When your teacher is ready, they will accept your request and you will be connected.



## Joining your meeting in Puffin, Swift or Wren class

- When it is time for your meeting, please click on the link provided by your child's class teacher (or copy this into your web browser), and click "ask to join."
- When your teacher is ready, they will accept your request and you will be connected with your teacher.

## Our Expectations for Pupils

Your child should always access live lessons in a shared space in your house, rather than in their bedroom. You will need a device, which can access the internet including chrome books, iPads, laptops, phones or even your Xbox or Playstation. Details of how to do this can be found [here](#).

We ask that:

- Your child sits against a neutral background or wall if possible.
- Parents are mindful that other children might see or hear them and anything in the background.
- Children are dressed for the day – no pyjamas!
- **You ensure that your camera is off if you do not wish your child to be seen.**
- Pupils join meetings on mute until they wish to ask a question.

## GDPR

As school is the data controller for our Google.education and Tapestry account (i.e. we share personal data with the service and/or receive it back), the lawful basis should apply for any service necessary for educational purposes, so we don't need to get your consent as parents.

Privacy notices for Tapestry and Google.education can be found on our home learning website page should you need to refer to these.

## Technical Support

In the first instance, please use the google advice here

<https://support.google.com/edu/classroom/?hl=en#topic=10298088>

For further support you can email [ict@meldreth.cambs.sch.uk](mailto:ict@meldreth.cambs.sch.uk) or phone school - option 2

### Have fun.....

Your child may be familiar with our learning line...It has been very relevant recently for staff and thought you may need this reassurance yourself.

