

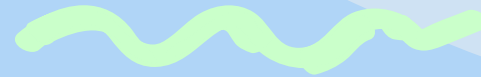
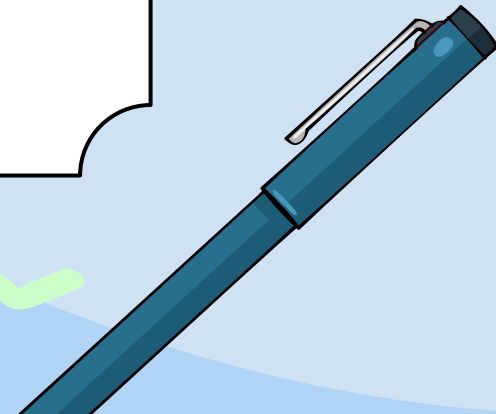


COPPERFIELD
INTERNATIONAL SCHOOL
VERBIËR



Parents' Guide to Google Classroom

Making in-class and at-home learning
visible and trackable





Parents' Guide to Google Classroom

Copperfield has adopted ManageBac and Google-Classroom as platforms to administer and deliver our educational programs. The goal of these is to:

- Improve student learning outcomes
- Better monitor student learning
- Help students organise & plan
- Provide clarity to students and parents about what is being taught
- Provide regular updates on student progress / performance
- Help Learning Support Identify students who potentially need more support

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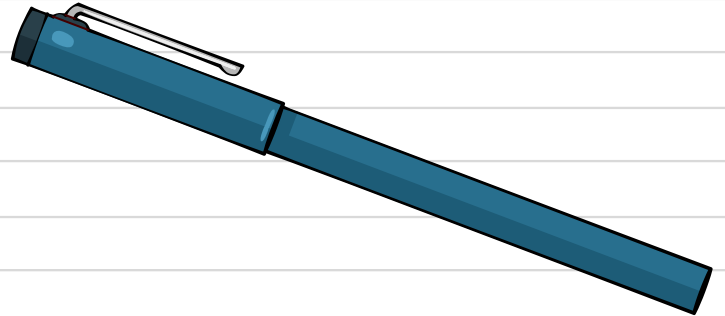
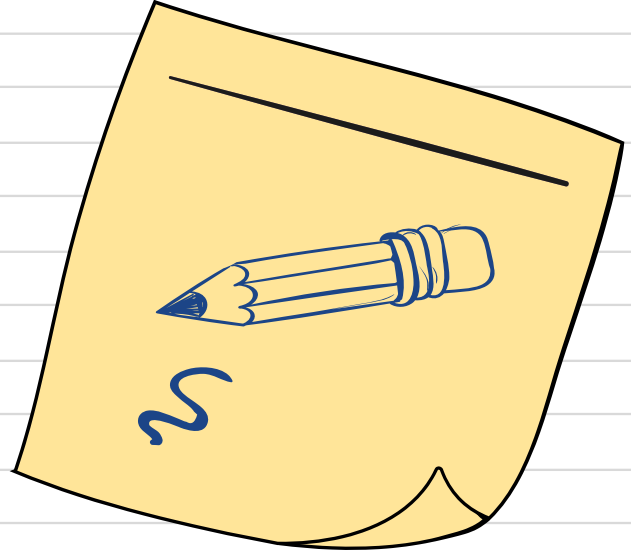
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Secondary School



Please note that for Primary School, we will mostly be using Managebac for learning management and communication. Google Classroom will be used mainly for Secondary School.





01

What is Google Classroom?





The best solution to track day-to-day instruction

Google Classroom is a learning management software that helps:

- Students to organise their own learning and develop independent study habits
- Provide clarity to students and teachers about what is being taught
- Provide regular updates and feedback on student performance

It is a highly regarded software amongst top schools and universities.





The ideal software for transparency and accountability

Google Classroom will allow parents to:

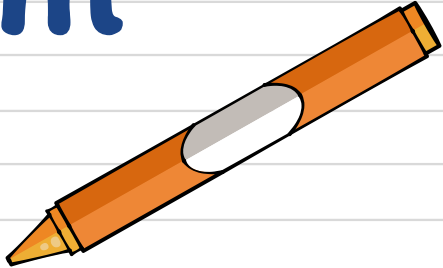
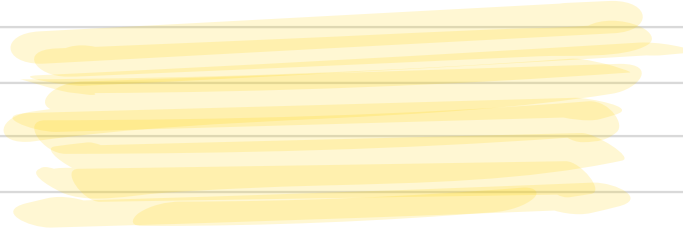

- See exactly what is being taught each day
- Receive weekly summary reports (guardian reports) on what has been covered that week
- Receive regular progress reports on student performance
- Receive regular updates on their child's work, including missed assignments or upcoming tests, helping you to better support your child at home





02

How to set up Google Classroom



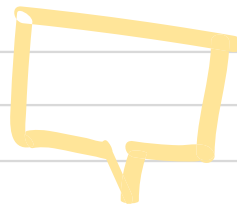


How to log-in (for children and for guardians)



Your child was provided with a secure log-in and password that is unique to them.

Check with leo@copperfield.education for this private information or ask them to add you as a parent via email!

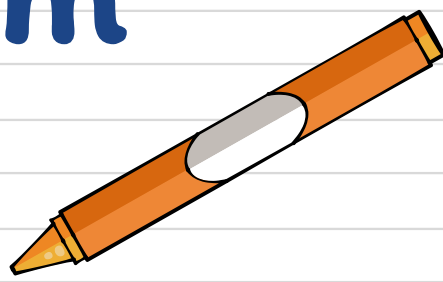






03



How to use Google Classroom



Joining classroom as a parent:

- Parents will be added to classroom by the child's subject teacher, and must accept the invitation to begin receiving emails.
- They will receive automatic email summaries for each of their children.
- Parents choose the frequency of emails (daily or weekly) and can unsubscribe at any time.

What will the email summaries contain?

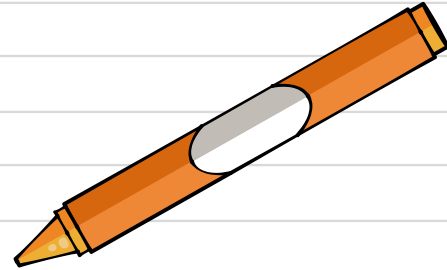
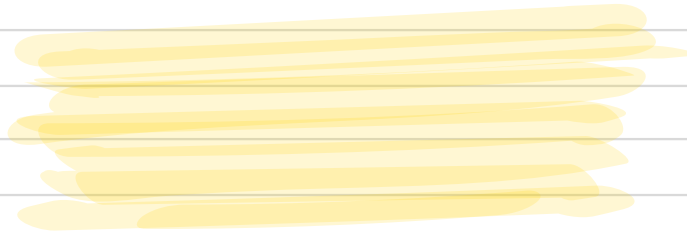
- Missing work (i.e. if your child has not delivered a piece of homework).
- Work that is due today and tomorrow (for daily emails) or work that is due in the upcoming week (for weekly emails).
- Class activity - important announcements, assignments, and questions recently posed by teachers.



04



Frequently Asked Questions



Do teachers use Google Classroom to teach live, like with Zoom?

- Not usually.
- However, Google is offering the premium features of Hangout Meet for free to teachers and students who are at home during the coronavirus pandemic, so it'll be easier to use Classroom for live, remote teaching.

Who has control over the options in Google Classroom: the teacher, students, the Headteacher?

- Christian Orlic and Leo Ackerman administer Classroom for the entire school. You can reach them at christian@copperfield.education and leo@copperfield.education.
- Teachers decide whether or not they want to use these services, and how to configure them for their classes. If Gmail is enabled, for example, teachers can email their students, turn off email notifications, and mute people.

How tech savvy do I need to be to help my child with Google Classroom?

- If your children are younger, it's a good idea to have some familiarity with Google's programs so you can help your child upload documents, check the calendar, and do other tasks.
- It also helps to know how the programs work so you can at least describe the problem to a teacher if anything goes wrong. Older students may not need any help. Google Classroom is designed to be easy to use, and there's lots of online help.

What are teachers expected to post on Google Classroom?

- Post on the classroom stream each day they teach a class
 - The post will include 1-2 sentences about what will be done that day, including the learning objectives for that day.
- The post will include links to resources that will be used that day (PDF of a powerpoint/slides, link to readings, videos etc).

Does Google Classroom track and collect student data?

- Classroom is one part of Google's Workspace for Education, and some of the apps can be tracked. Logging in with a school account, rather than a personal Gmail account, protects students from some data collection because education accounts can't be tracked or mined for data (beyond educational purposes).
- Google Classroom has received a 'pass' rating from Common Sense Media, a leading source of is the leading source of entertainment and technology recommendations for families.

Can you use Google Classroom at home?

- Students can access Google Classroom from anywhere, including from their phones, when they download the Google Classroom app:

<https://edu.google.com/workspace-for-education/classroom/>

Can I check my child's grades on Google Classroom?

- No. Though teachers can assign grades using the Classroom service Gradebook, the teacher has to generate a report and email it to you in order for you to see your child's grades.

How does my child find out about new tasks or resources posted in Google Classroom?

- Your child will receive an email when the teacher posts an announcement. Classroom doesn't alert you when an assignment is due; to keep track of deadlines, students need to check the class calendar.

Where can I get further information about Google Classroom?

- There is an excellent video guide that can be found here:
<https://www.youtube.com/watch?v=IqS-hoSlinw>
- You may find the following written guides useful:
 - <https://www.sdmfoundation.org/2020/09/03/a-quick-guide-to-google-classroom-for-parents/>
 - http://newark.nj.aft.org/sites/default/files/article_pdf_files/2020-08/parent_guide_to_google_classroom_english_1.pdf



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Thank you for reading!

**If you have further questions about Google Classroom,
please direct them to:**

leo@copperfield.education

christian@copperfield.education