

Tuesday 29th September

Dear Parents and Carers,

As a school, we are committed to ensuring our children can access schoolwork to be completed at home should there be another lockdown or closure of any of the bubbles within school. To support you with this, teachers have been trained to use Google Classroom. Each class has a page which includes work for children to complete at home, links to helpful websites, fun activities, and games for them to practise essential skills. If this is successful, we may look into using this within school as part of learning and also for homework.

As a learning platform, Google Classroom allows children to keep in touch with their teacher and each other which we feel is so important whilst away from school. Below, we have provided a step by step guide on how to access Google Classroom.

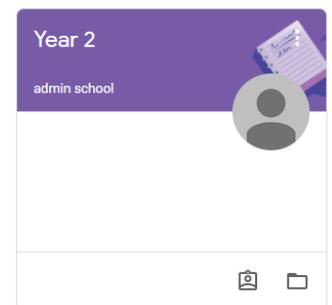
Step by step guide to using Google Classroom:

1. Either download the Google Classrooms app to your iPad/tablet/phone or type 'Google Classroom' into your web browser and follow the link to sign in.
2. Sign in with your child's email address and click next. The email address will be: First initial followed by surname and two numbers, followed by @springfieldcps.com

The number is the year that the child leaves primary school.
Therefore, the number at the beginning will be:

- Year 6: 21
- Year 5: 22
- Year 4: 23
- Year 3: 24
- Year 2: 25
- Year 1: 26
- EYFS Y: 27

For example: jbloggs25@springfieldcps.com



3. Then type in your child's password which is: School123 for R-Y5 and Spring1070 for Y6
4. The children will have been assigned to a class. This will show up on their profile as soon as they have logged in. Click on the box to access any work that the teacher has set.

If you have any questions or problems, please call us at school as we will be available to support you and your child.

Thank you for your continued support and cooperation.

Best wishes,

K. Brown
Computing lead