Dear Parents/Carers,

As part of our commitment to supporting pupils during closure, we have decided to implement Google Classroom as a vehicle to communicate with pupils and set learning opportunities.

Children from Years 1 to 6 have been set up with an account which consists of their username (generally their first name and surname followed by @tintwistle.derbyshire.sch.uk) and a password. Their details are attached to this letter.

**Instructions for download and access**

Google Classroom can be accessed through a free App either on the Apple Store or Google Play on both Apple and Android devices as well as through the internet on laptops or desktops. If accessing on the internet on a laptop or desktop, type in classroom.google.com into the address bar. Children will see a log in screen and will need to enter their username on the first screen and press ‘next’ their password needs to be entered on the second screen.

The ‘stream’ which is the front page, is where teachers’ direct children to learning links and websites and would be the best place for children to explore when they first access their classroom.

On the ‘classwork’ tab, there may also be assignments, quizzes or questions that are set. Clear instructions will be written to explain how to complete each task. Children don’t need to save anything anywhere as Google automatically saves their work as they go in a folder that their teacher can see.

If there is an issue, children can send a private message to their teacher asking for help. Obviously, this is not a chat room, so please ensure your children are asking appropriate questions, not just striking up a conversation!

Note: There is no expectation to print any of the lessons. Just open the page and complete the work in an exercise book or on paper. If you don’t have access to any books or paper please contact the school as we have a limited supply of exercise books we can provide if needed. Some activities may be to complete an activity on Abacus or Purplemash. The children’s details for these platforms are also attached to this letter.

If there are any issues with passwords/usernames, please contact us using this email address [info@tintwistle.derbyshire.sch.uk](mailto:info@tintwistle.derbyshire.sch.uk)

Many thanks,