

# GOOGLE CLASSROOM 2020/2021

## NEW TO GOOGLE CLASSROOM

- For all families that are new to KGJS who haven't accessed Google Classroom before, please find attached a PowerPoint explaining how to assist your child in safely logging on to Google Classroom with their own log in details on your home device
- Your child's username is as follows: surname, first initial of forename. Initially the password is **Passw0rd** (with a zero for the O)
- They will then be asked to update their password; please make a note of this somewhere safe. If you have children with the same surname and same first letter of their forename, you will need to add the first letter of their middle name too, for example:

Bobby Liam Smith would be: smithbl@kirkhamgs.co.uk

Blake Mark Smith would be: <a href="mailto:smithbm@kirkhamgs.co.uk">smithbm@kirkhamgs.co.uk</a>

Double-barrelled surnames are hyphenated

Please note that on slide K of the PowerPoint it explains how to 'Join a Class' and enter a 'Class Code'. Each year group has a different code; please use the code relevant to your child.

### EXISTING USERS OF GOOGLE CLASSROOM

- Please access Google Classroom using your log in details that you saved from last academic year.
- Using slide K of the PowerPoint as a reminder, please 'Join a Class' and enter a 'Class Code'. Each year group has a different code; please use the code relevant to your child.

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### CLASS CODES

Should you have any queries, or require further support, then please do not hesitate to get in touch with your Class Teacher in the first instance or me.

Mrs H A Shuttleworth Deputy Head and Designated Safeguarding Lead August 2020