



*St. John Fisher R.C. Primary School*

Head Teacher: Janine Kenna  
Grand Drive, West Wimbledon, SW20 9NA  
Tel: 020 8540 2637  
Email: [school@st-johnfisher.merton.sch.uk](mailto:school@st-johnfisher.merton.sch.uk)



## Using Google Meets in EYFS - Guidance for Parents

### Introduction

Google Meet is a video conferencing tool (similar to Zoom/Teams) and part of the G Suite for Education platform that St John Fisher have introduced to pupils, by way of Google Classroom. Having held Google Meets successfully in Year 1-6, we are now extending this opportunity to pupils in Nursery and Reception.

From Thursday 21st January, EYFS teachers will begin to hold Google Meets with small groups of approximately six pupils within their class, providing an additional opportunity to 'check in' with them. These will all be conducted through pupils' school gsuite accounts.

Parental approval must be given before pupils may participate in these video calls - please read the information below and if you are happy for your child to take part in a Google Meet please give consent by completing and submitting this form.

For safeguarding purposes only, these sessions will be recorded by the teacher, and automatically saved to the school system before being deleted after a period of 3 months.

This guidance will also be available on the school website for future reference.

### Parental support required

**Please try to support your child's use of Google Meet through the following actions:**

- Supervising and assisting younger children to join the Google Meet on mute with their camera on.
- Identifying a suitable location for your child to use for the Google Meet, for example a living room or dining area, where an adult is able to be present in the room with them or supervising nearby. Ideally children should not be located in bedrooms to join a Google Meet however we are aware of the pressure on space when both adults and children are working from home. If using a bedroom is unavoidable, we ask you to blur the background or set an alternative one. This can be done by clicking on the three dots in the bottom right hand corner of the screen and selecting 'Change background'.
- Ensure your child is suitably dressed.
- Trying to ensure possible distractions are removed and there is quiet. Background noise adversely affects the experience for all participants.
- Familiarising yourself and your child with the expectations of pupils (which you can read below) when they are participating in a Google Meet.
- Ensuring that the privacy of other family members is maintained during Google Meets.
- Ensuring your child leaves the Meet when asked.
- **Ensuring the Google Meets are not recorded or screen captured on any device as you do not hold permission for this.**



## How to join a Google Meet

A video tutorial is available on the website, under Remote Learning Provision, which demonstrates how pupils can join their scheduled Google Meet. If you have any further queries after watching this video please do email us at [enquiries@st-johnfisher.merton.sch.uk](mailto:enquiries@st-johnfisher.merton.sch.uk) or via the year group email address.

The arrangements for Google Meets, including links and/or nicknames to enter, are posted directly to pupils in Google Classroom.

## Rules for using Google Meet

### Please discuss these rules with your child

- 1. Your parent or carer must be present in the room overseeing your Meet.**
- 2. Remember to behave as you would in your own classroom. This means no calling out (unless your teacher has said so) and showing respect to your teacher and classmates. Remember that we need to allow time to answer questions from everyone.**
- 3. You can also raise your hand if you have a question and use hand gestures to show understanding, such as thumbs up. There is also a 'raise hand' button to press if you want to show your teacher that you want to say something**
- 4. If you see or hear anything which makes you feel uncomfortable online, please speak to your parents, carer or your teacher.**
- 5. You must leave the Google Meet when asked to and your parent/carers MUST make sure you have logged off.**