

Headteacher: Mrs C Redfern

21 Sep 2020

Dear Parents and Carers,

Home learning

The school is reactivating our google classroom accounts to ensure that any child who is having to self-isolate and are unable to come into school has access to the learning that is happening in the classrooms.

The class teachers will also be providing homework on google classroom to ensure that the children are still confident in using it.

If you have any questions about the home learning, please do contact school and someone will get back to you.

What if there's a problem?

This is a new part of our school provision and whilst we are doing all we can to minimise any potential problems; it is possible there will be teething issues. If you do have any issues, please email the admin@oliversb.com and we will do our best to resolve any problems as quickly as we can.

How do I log in?

- Go to classroom.google.com
- Your username will be your first letter for your first name followed by a full stop and then your surname

Email - firstinitialoffirstname.lastname@oliversb.com

Password - Olivers1

For example Joe Bloggs would be J.Bloggs@oliversb.com

- At the next box, you will be asked to input your password that was created by the school (as above). This will lead to a 'terms of service' box which you will need to accept to access the site.
- At the next screen click continue and this will then take you to a choice of 'student' or 'teacher'. Click 'student'.
- You should have a blank page with no classes assigned. In the top right corner there is a + sign which asks you to join a class. You will then need to add your class code and click join.

The codes for the classes are as follows:

Bumble Bees - ocrsf4v
Hares - g5sx3h7
Otters - r4ekxe6
Foxes - s5xsuha
Kingfishers - o6ktejt
Ospreys - ur4472r
Herons - eegvd7o

- You are now successfully logged in. There should be no work available yet as this will become visible at a later date.

How do I change my password?

- We recommend that once you have logged in successfully you then change your password. To do this click on the circle with your initial in the top right corner. Please remember your password and keep it safe (I am sure you can appreciate that we do not want staff spending their time resetting passwords).
- Then click on the 'Manage your Google Account'.
- On the following page click on the security tab.
- Click on the password option. You will be asked to put your school generated password in first and then will be asked to create a new password. It must be at least 8 characters long, please try and use something memorable but not easy to guess, and remember to keep it safe. Please try and log-on and change your password as soon as you can as we are keen to address any potential issues as soon as possible.

If you have forgotten your password, please email the admin team and someone will be able to reset it for you.

Further guidance and support is available on the google classroom help pages.

<https://support.google.com/edu/classroom/?hl=en#topic=6020277>

If you do not wish for your child to have a google classroom account and would like work packs printed, please email the admin office to inform the school. We will get work printed off and you will be able to collect from school.

Thank you for your continued support

Mrs Redfern