GOOGLE CLASSROOM

Parent/Guardian FAQ

Find out more

A link to the 'sign in' google form is here:

http://guardian-summaries.outwood.com

Google Guardian Summaries

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How does a parent join the Google Classroom class?

Google Classroom is a digital platform between a teacher and their students. There is no parent login.

Parents can sit with their child to review the Google Classrooms together.

Every subject will have their own classroom and your child will also have access to join the Library, Year Group and Photography Classrooms. (There are many more)...

Can I access it?

No.

Unless you login with your child's username and password you can not access your child's Google Classroom classes.

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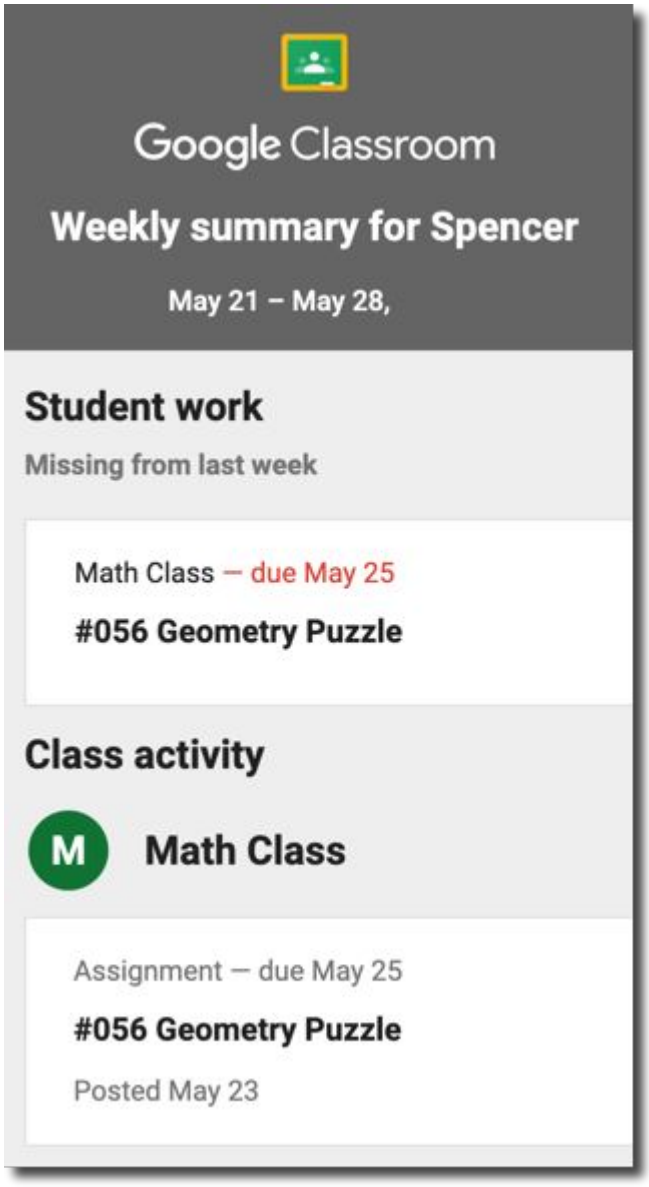
What is the Guardian Summary?

Guardian Summaries is a weekly or daily email. This does **not** have live links.

It will show recently missed work and upcoming work. This does require that the teacher is using assignments with due dates in Google Classroom.

Teachers have zero control over the Guardian Summary. It is automatically created and sent out by Google Classroom.



Why am I not receiving a Guardian Summary?

The teacher must enable guardian summaries in the settings of each class.

Your child must check they have entered your email address correctly into the ‘sign in’ google form.

A link to the ‘sign in’ google form is here:

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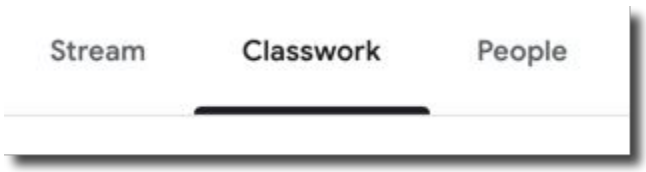
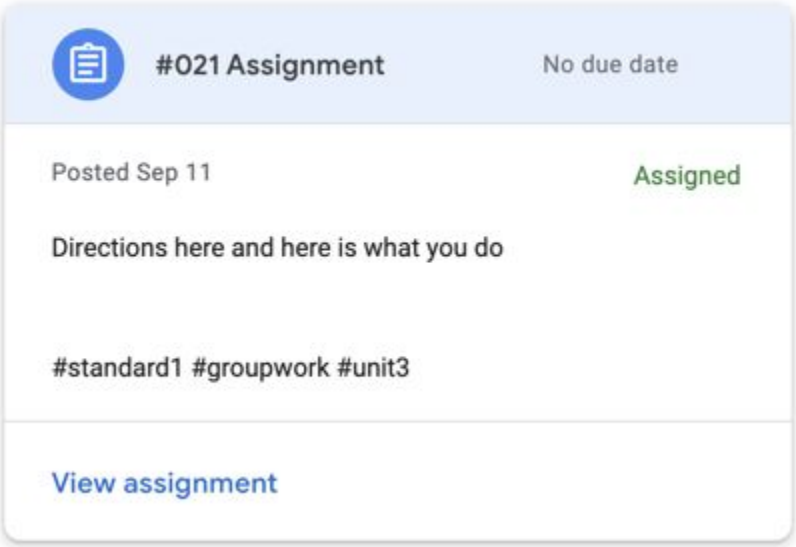
How does my child actually turn in an assignment.

Please note that not all teachers utilize Google Classroom in the same way. Assignments are created on the Classwork tab.



Students click on the assignment stripe on the Classwork page and select “View assignment” to see the entire set of directions.



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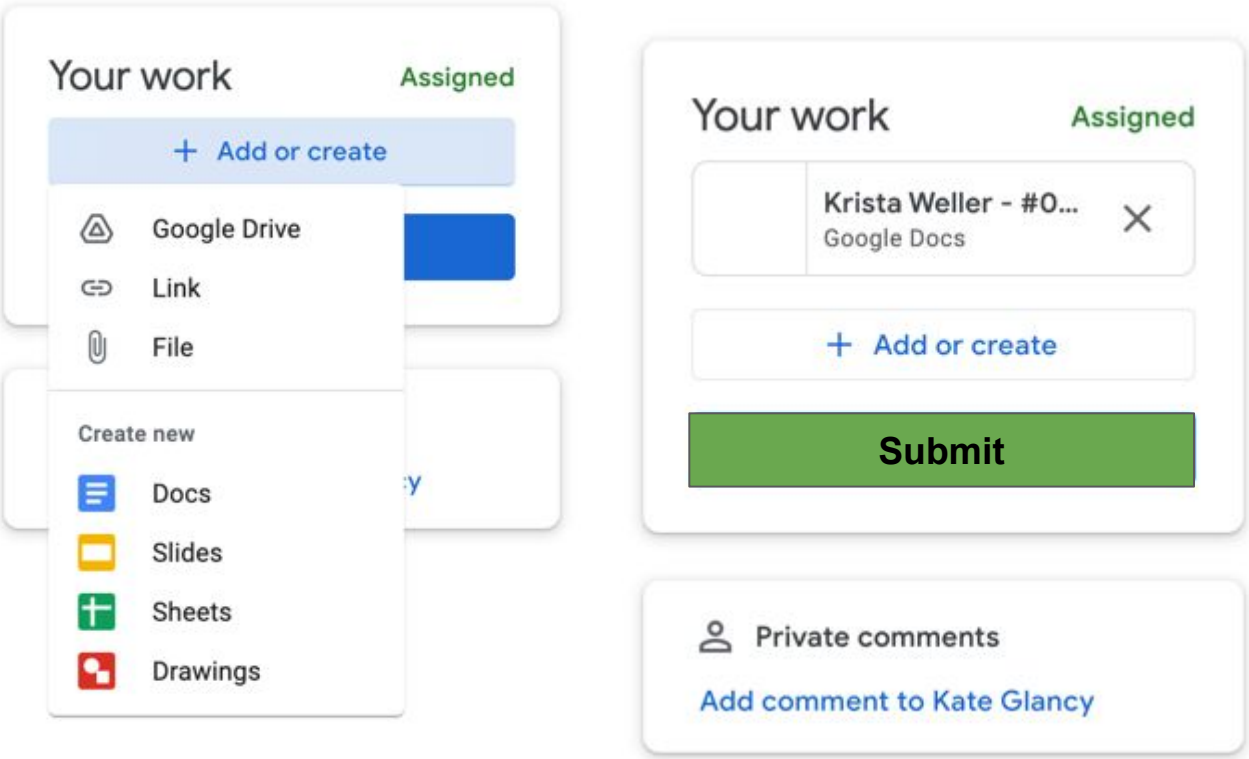
Turning in Work - Continued

In the upper right corner is a “Your work” bubble. Students click the “Add or create” button to attach work.

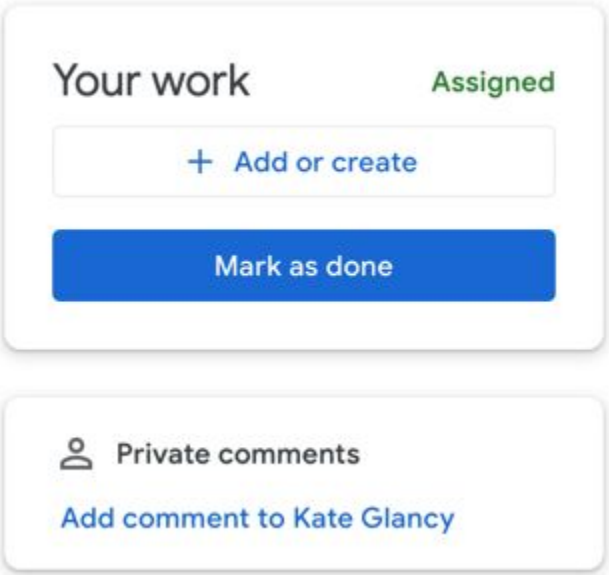


When a student is ready for the teacher to review their attached work they will want to click on “Submit.”

What is the difference between Submit and Mark as done?

Some activities do not require students to attach work. For example, participation in a class discussion. If there are no attachments in an assignment the button will indicate “Mark as done.”

The text on the button changes to “Submit” when a student has attached anything.



Why do they have a low grade but have turned in all of their work?

It is not uncommon for students to submit blank Google Docs or to just “Mark as Done” when they have not completed, and in some cases not attempted the work.

Google Classroom does NOT check for assignment completeness or quality. After submitting, the teacher will review the work and assign an appropriate score.

Please review student attachments if possible to see that the student is actually submitting completed work.

Why does an assignment say “Late” when they were absent?

Google Classroom does not allow the teacher to control the status of an assignment. Assignments with a due date will show as “Missing” or “Late” if the Submit button was not pressed before the due date.

If a student is absent or is allowed extra time and thus does not click “Submit” before the due date the status will indicate “Late.” The teacher will know that the student had extra time and will adjust scoring accordingly.

Can a teacher invite parents to the Google Classroom class if their child did not join?

No.

“Invite guardians” is not inviting guardians to the Google Classroom. Rather, it is inviting a guardian to be tagged to a students account. This would allow teachers to “Email guardian.”

This is NOT the same as being invited to the classroom.

If a student is not enrolled in a particular Google Classroom class there is no way for a guardian to receive a guardian summary about the class.

How does my child sign me up?

Students ***must*** complete the ‘sign in’ Google Form, this will be sent to them via our whole academy year group classrooms. You will receive a text which reads:

'your child has just been sent a Google Form via classroom, please ask them to complete this. You will then be able to receive daily or weekly updates on your child's online learning progress.'

The student completes the form and acknowledges consent.

Then the process can begin, whereby you will receive an email invitation.

- When you get the invite, please confirm you wish to receive email summaries by clicking link in the message you receive.
- This will allow you to receive an email summarising work that has been set for your child along with any due dates.
- *If students wish to add multiple guardians, they can complete the Google Form more than once.*
- Students can have up to **5** pending invitations and **20** guardians assigned to their account in total
- *Students cannot invite other students to be their guardian (i.e. @student.outwood.com addresses)*

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