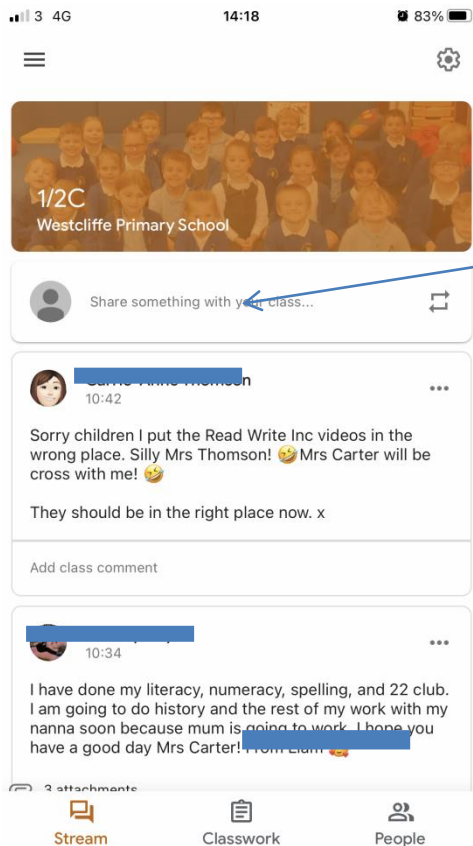


Parents/Carers – uploading instructions

We really would like to see your children's work and allow the teachers to be able to give feedback. Here's a step-by-step guide if you need help sharing photos.

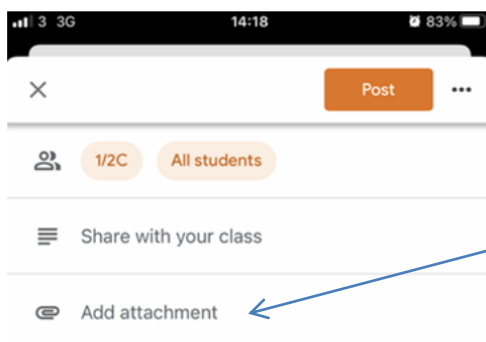
How to upload photos of children's work onto the Google Classroom stream

1)



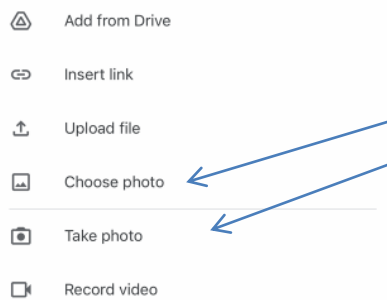
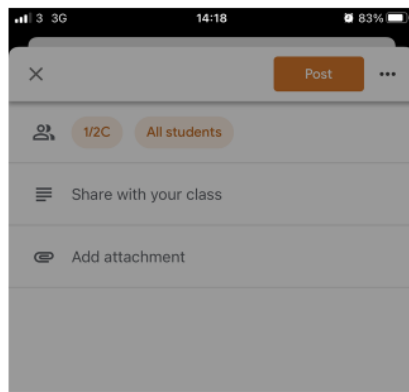
Click in the 'Share something with your class' box.

2)



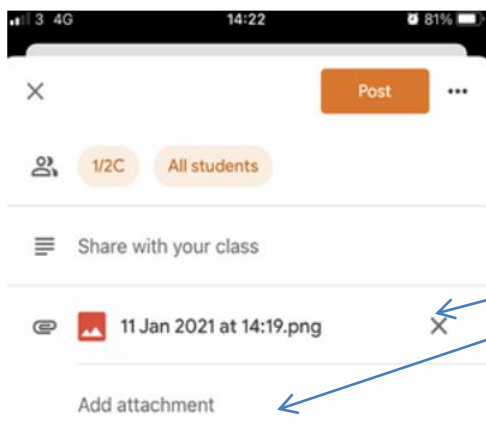
Click 'Add attachment'

3)



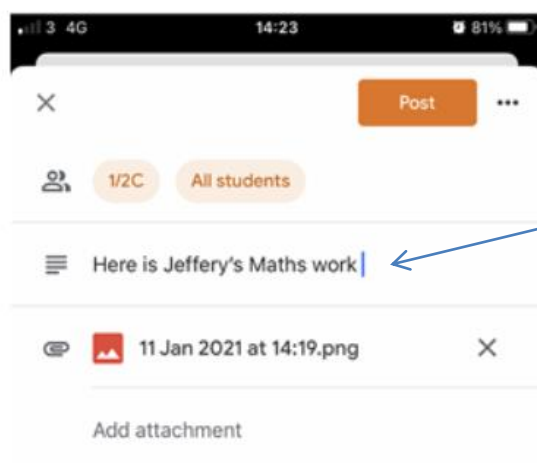
Either choose a photo from your device (already taken) or take a new photo

4)



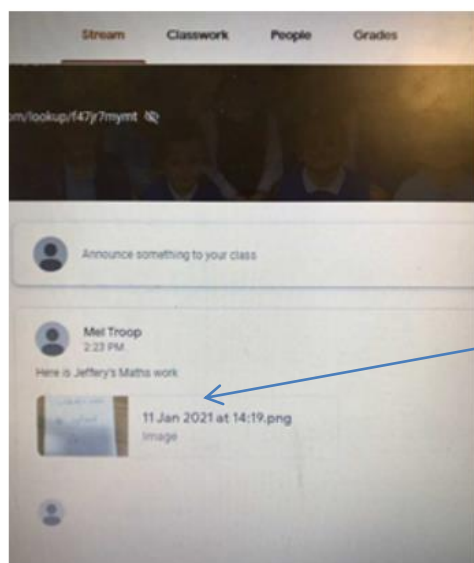
Your image will be added here, click 'Add attachment' if you want to add other images

5)



Type a short caption here to let us know what you have posted

6)



Your post will appear on the stream like so and a teacher from the cohort will comment below

Alternatively, if parents/carers wish to email their children's school work to the cohort email address or ask any questions you have regarding Google Classroom then see the emails addresses below. Teachers will respond/provide feedback between the hours of 9am and 3:30pm. Please bear in mind teachers are also teaching key worker and vulnerable children face to face in school and so may not respond immediately.

NURSERY STAFF: nursery.classroom@westcliffeprimary.com

RH AND RN STAFF: foundation.classroom@westcliffeprimary.com

1/2C, 1/2B, 1RT STAFF: year12.classroom@westcliffeprimary.com

3/4EB, 3/4B, 3/4SB STAFF: year34.classroom@westcliffeprimary.com

5/6B, 5/6R, 5/6DG STAFF: year56.classroom@westcliffeprimary.com

Parents/carers will need to use their own email accounts to send emails to the above addresses. The addresses are only for photographs or queries regarding school work on Google Classroom any other queries please ring the school office.

We thank you for your support and look forward to hearing from you. Stay safe.

WPS