



Executive Headteacher: Mr Rob Barraclough
Head of School: Mr John Molyneux

St Austin's Catholic Primary School, a Voluntary Academy
Back Duke of York Street, Wakefield, WF1 3PF

Telephone: 01924 339435 Email: headteacher@sa.bkcat.co.uk
Website: www.sa.bkcat.co.uk

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Dear Parents,

Today is the first day of Remote Learning using Google Classroom.

How to Access Live Lessons on Google Classroom

- 1) Open up Google Classroom and log on with username and password provided previously via Groupcall. This is also noted in your child's Home School Diary.
- 2) You won't be able to access the Google Meet until the teacher is present so please don't try to join early.
- 3) At the time of the lesson, click the video camera symbol. On a tablet, this is in the top right hand corner . On a laptop, this is the home page.

Join the lesson (you will only be able to do this is the teacher is present)

PLEASE MAKE SURE YOUR MICROPHONE IS TURNED OFF. CHILDREN MAY HAVE THEIR CAMERA ON BUT ALSO MAY TURN IT OFF IF YOU WISH.

- 4) Listen to the teacher deliver the lesson input and follow any instructions. If you / your child has any questions about the work they can add this in the chat. On a tablet, click the 3 dots at the bottom and use 'In- call messages'. On a laptop, click 'chat'. These are only to be used for questions about the work.

Should you experience any difficulties, please call the School Office and we will endeavor to help you. Please be aware that we will be experiencing high call volumes.

Yours Sincerely

Mr J Molyneux

Head of School