



Quethiock CofE Primary School  
GSuite for Education: A Parents Guide

#### What is Google Suite for Education?

Google Suite for Education is a suite of tools that allows children and teachers to collaborate in real-time to create documents, presentations, surveys, spreadsheets and even websites. All tools are free, ad-free, reliable and secure.

#### Why is Quethiock CofE Primary School using GSuite?

Google Suite provides the ability for children and teachers to communicate, store files and collaborate on documents, spreadsheets, and presentations from school or home, all within a secure "closed campus" online environment. It is important to remember an educational Google account is structured and managed differently to a 'personal' Google account.

#### How can I use GSuite to support my child's learning?






We encourage parents to sit down with their children to look at the school work stored within their child's Google Drive and Classroom, just as we encourage pupils to share their work with their parents.

#### Will all my child's work be in their GSuite?

The simple answer is no. GSuite is used to enhance and develop the experience of the child. As such, teachers will decide when it is appropriate to use GSuite to share work and when other methods are more appropriate. Due to the age of our children, the majority of work will be completed in their writing books in class. On occasions, children may complete a presentation or document online.

## GSuite - A Guide for Parents 2020

If you would like your child's access revoked for any reason, please email the school office who will action this for you.

Name	How do I Access?	What is it?	Icon
Google Drive	<a href="https://drive.google.com">drive.google.com</a>	Cloud storage for all file types including images, videos and audio files. Students have unlimited storage and can access their files from any device, anywhere they have an internet connection.	 Drive
Google Classroom	<a href="https://classroom.google.com">classroom.google.com</a>	A blended learning platform that integrates Google Suite to allow teachers to assign and collect work from students. Classroom creates a paperless environment and saves time providing a way for teachers and students to easily communicate and stay organized. Parents can get update emails about the work going on in Google Classroom.	 Classroom
Google Slides	<a href="https://slides.google.com">slides.google.com</a>	Presentation tool that allows students to collaborate together on the same presentation and easily add images, videos and graphics to tell a story. Students can choose from templates or create their own slide format.	 Slides
Google Docs	<a href="https://docs.google.com">docs.google.com</a>	Word processing tool to allow students to create and edit text and paragraphs. Students can collaborate on the same document and teachers can easily provide feedback while students are working.	 Docs
Google Sheets	<a href="https://sheets.google.com">sheets.google.com</a>	Spreadsheet tool for analysing, visualizing and charting data. Similar to the other G:Suite tools, students can easily share and collaborate in real-time.	 Sheets

Commonly Asked Questions Can children access Youtube in school?

GSuite - A Guide for Parents 2020 No- Youtube is blocked via our filtering system.

Is there a filter in school to restrict children's internet use?

Yes- we have a filter used by most schools in the county. This is provided by the South West Grid for Learning. The filter is 99% accurate and monitoring of use is still required, as with all filters.

How do I set up filters at home?

Please see the attached guide.

Do children have access to Gmail at home?

Until recently, yes. It is quite common for children to have access to this. Using email appropriately forms part of our Online Safety and Computing curriculum. Children are, if unsupervised at home, able to set up their own email address very easily. Monitoring your child's internet use at home is essential and installing filters is recommended. Children do not currently have access to their Gmail account at home as we are not currently learning about email usage, as detailed in our curriculum plans for Computing.

# GSuite

