



Coláiste Pobail Naomh Eoin Bosco, Cill an Dísirt St. John Bosco Community College, Kildysart

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Dear Parent/Guardian,

As you may be aware, the inclusion of ICT in education has huge potential in keeping our young people engaged in their own learning. As part of our Digital Strategy, we utilise a platform called Google Classroom.

Google Classroom is an educational web service, developed by Google for schools. It aims to simplify creating, distributing, and grading assignments in a paperless way. The primary purpose of Google Classroom is to streamline the method of sharing resources and work between teachers and students, while utilising their interest and expertise in ICT.

At St. John Bosco CC we use Google classroom to promote students taking ownership of their own learning. This initiative allows teachers to provide students with additional resources. Teachers use it to supply homework and notes displayed during class. Google Classroom also allows students to submit work to their teachers.

Students can access Google Classroom via a computer or laptop. There is also a free app which they can download for iOS and Android tablets or mobile phones.

Each student has been issued with a school Gmail account. It is imperative for GDPR purposes and consistency that students only use this email address when working with Google Classroom for school purposes. Students are asked to only use this email address for school related activity and not with 3rd party apps. First Year students will be given a demonstration on how to set up and access their account on Monday the 9th of September. Teachers will provide students with a unique class code which will allow students to join their respective classes.

All First Year students are asked to bring their mobile device in tomorrow Wednesday the 3rd of September.

Students are reminded that this device should be kept in their locker until directed by a teacher as per school rules. This device will only be used to demonstrate to students how to access Google Classroom, submit homework and project work. We ask that all students have downloaded the apps listed below in preparation. It is important that they **do not** attempt to login prior to receiving instruction in school.

We hope that this initiative will help our young learners become independent learners in the preparation for lifelong learning. Your support as a Parent/Guardian with this initiative is crucial to its success as there will be a demand for your

son/daughter to have access to Google Classroom from home also. We hope that this does not pose a problem for you as a parent.

When setting up the school accounts all students will be required to create their own passwords. It is important that students choose a password that contains at least 8 characters as per Google security requirement. In the event that a student forgets their password they can have it reset by the school administrator. This may have an impact on their learning in the interim. It is the student's own responsibility to notify the administrator Mr. O'Dwyer of any issues.

If students experience any problems using Google Classroom, they are asked to take screenshots and email them to m.odwyer@johnboscokcc.com. It is the student's responsibility to notify their class teacher, class tutor, year head or school administrator if they are experiencing any difficulties.

It is important that students turn on Google Classroom notifications so that they can keep up to date with classwork, homework and other assignments. Google Classroom is also used for extracurricular announcements and reminders from year heads regarding important events each week.

We ask that students download these apps in preparation for the tutorial

Google Classroom

Adobe Scan

Microsoft Lens