

# Google Meet @ HPJS



## When will the Google Meets happen?

Google Meets will first happen on **Friday 29<sup>th</sup> January** at the times below. Times for future meetings will be shared next week.

- 10.00am – Year 6
- 10.30am – Year 5
- 11.00am – Year 4
- 11.30am – Year 3

## How long will the Meet last for?

They will last 15-20 minutes and will be an opportunity to see other children rather than for learning.

## How will my child get into the Google Meet?

Log onto your child's Google Classroom a few minutes ahead of their time. A link will be posted at the very top of their **Classwork** page which your child can then click on which will take them to the meet.

## What do I need to do install?

If your child is using a computer, a Mac, a Chromebook or an Xbox, you shouldn't need to do anything. If your child is using an iPad or an Android tablet, you will need to install the following apps.



**Google Meet**



**Google Jamboard**



**Google Drive**

If your child's device does not have a webcam or camera (i.e. a PC or Xbox) they will be able to join the meet and will see other users and can use the chat function but they won't be seen or heard.

## Where can my child be during the Meet?

Please ensure they are in a quiet place without distractions of younger siblings, pets, TV etc. If they are in their bedroom, please make sure their door is open. You are more than welcome to supervise the meeting – or leave them to it – whatever is best for you. There will be a school adult in the meet at all times.

## Anything else I need to know?

- Please make sure your child is wearing appropriate clothes – no pyjamas or clothes with logos or images that are offensive or inappropriate.
- They will be required to mute themselves on entry to the Meet but will be able to talk when it is they are asked to.
- Please prompt them to make sure their device is charged and they have somewhere to sit where their surroundings and background is appropriate i.e. no offensive or unsuitable posters or art work in the background.

## What if I can't get into the meet?

- Don't panic. Email your year group email address and let us know that you're having trouble. We will do our best to help and support. If you have any questions about the meet, please email your child's year group for further support.

[Year3@hpjs.co.uk](mailto:Year3@hpjs.co.uk)

[Year4@hpjs.co.uk](mailto:Year4@hpjs.co.uk)

[Year5@hpjs.co.uk](mailto:Year5@hpjs.co.uk)

[Year6@hpjs.co.uk](mailto:Year6@hpjs.co.uk)