

## Important information around logging in and safe use of a child's 'Google Classroom'

We know that in the event of school closure, pupils in our schools, from Year 2 upwards, may well wish to access work via the "Google Classroom". We use this technology in our schools.

If your child has their own device at home, then it will be important that you monitor usage and that they follow safe internet practice – this is your responsibility. At school we are able to implement robust filtering, which will not be available in a domestic environment.

If you are unsure of e-safety related practice, then please see the Trust's e-safety policy, which can be found under 'About us' and then 'Policies' at our website: [www.ebor.academy](http://www.ebor.academy).

And, of course, please remember that the vast majority of social media apps and sites, such as Instagram, carry a recommended age of at least 12, so using these apps or sites whilst logged into a child's Google is NOT recommended.

Here is a guide for adults – and as a reminder for pupils – showing how to log in and out of Google Classroom.

### A WORD OF WARNING!

If a child signs into their Google Chrome account on a parent or carer's device in the house, then please make sure you LOG THE CHILD OUT after each use.

If you forget, and your child is still logged in, then all the searches and internet use that the adult then does will also be in your child's internet history. (We're sure none of you wish to receive a phone call from school at a later date noting that school have your banking history!)

Below are a useful set of slides for logging in and out.

We hope this is useful.

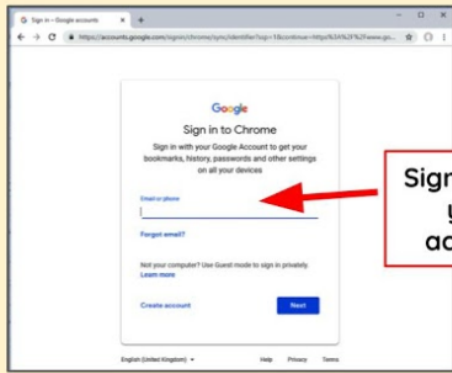
**Login Completely**

Everything is synced to your PC or Laptop

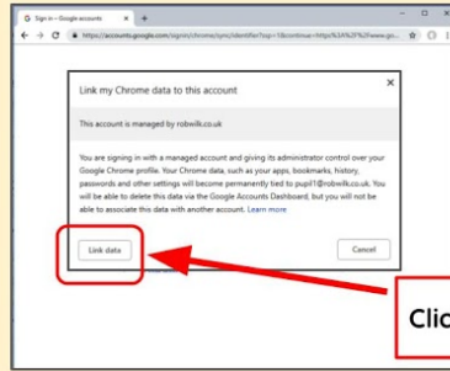
This can be left logged in

1 Click the grey head

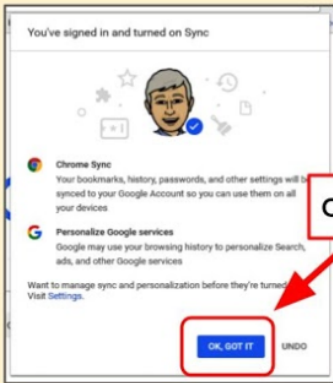
2 Click 'sign in'



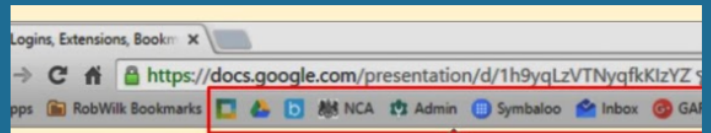
Sign in with your account



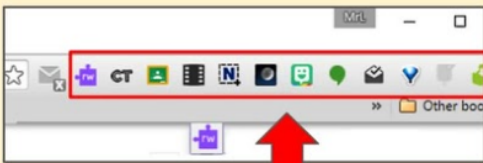
Click 'Link data'



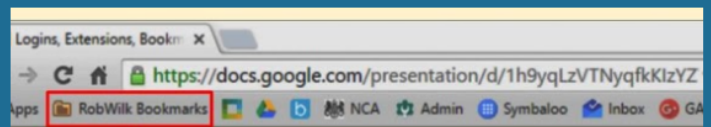
Click 'OK Got it'



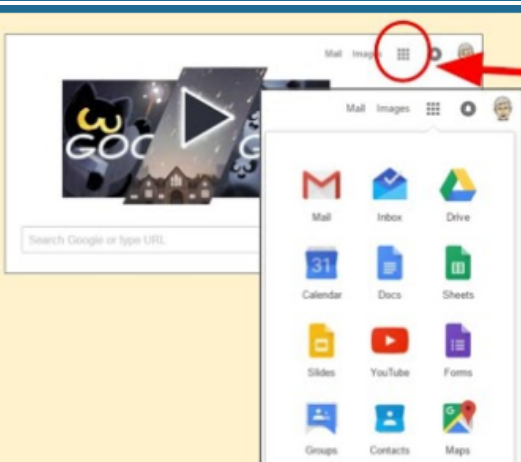
Bookmarks are now 'Synced'



Chrome Extensions are now Synced



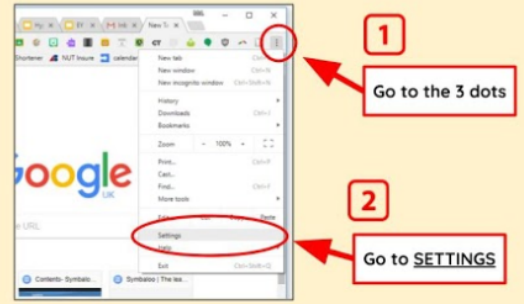
Managed Bookmarks are Added



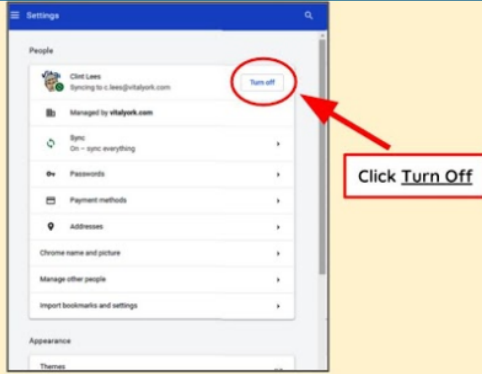
To Access the Google Apps, go to the 'apps launcher'

# How to remove your account and clear your data from Chrome

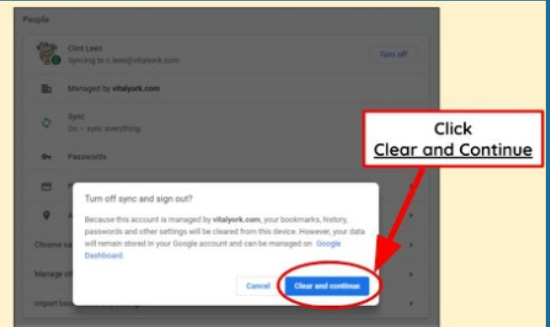
## Removing your account



## Removing your account

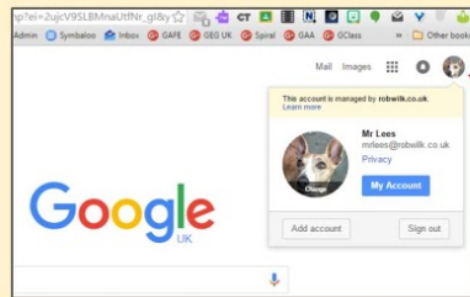


## Removing your account



# How to Login without synching

no personal bookmarks  
no managed bookmarks  
no extensions



To Access the Google Apps, go to the 'apps launcher'

