



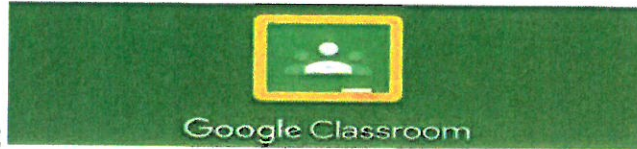
# Our Lady of the Way Primary School

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Dear Parents and Carers,

As the students at *Our Lady of the Way* move into upper primary grades (Years 5 & 6), you will find that they will start to collaborate with their teachers and classmates using technology. This is a great way for the students to start their preparation for secondary studies where they will begin receiving assignments and submitting learning tasks online.

Stage Three teachers have set up Google Classroom for your child's class to join. We have one for Year 5 and 6 as well as a shared Google Classroom for PBL. Google Classroom is used as an educational tool and strictly for educational purposes.

Guidelines for using Google Classroom are as follows:

- Students will be required to use appropriate grammar instead of texting language;
- The site will be used to discuss school-related content only;
- Students will be provided with lessons on how to use Google Classroom in the coming weeks.

Through this online classroom, teachers will set tasks, provide feedback and answer any questions that your child may have when they can't speak with a teacher face to face. The amount of set tasks and extra learning may occur daily, weekly, fortnightly or monthly depending on the learning and class requirements happening at the time.

As a Stage 3 parent, you will be invited to become a 'guardian'. As a guardian you will be sent emails summarising information about your child's classes and work. This is another opportunity to build home and school relationships and for parents to be up-to-date with their child's school work.

We look forward to continuing the partnership between students, parents and teachers.

Yours sincerely,

**Kirsty Reynolds**  
**Stage Three Co-ordinator**

Child's name:.....

I would **like to** become a 'Guardian' and I understand I will be receiving emails from Google Classroom.

My email is:.....

I would **not like to** become a 'Guardian' and I understand that I will not receive emails from Google Classroom.

Parent's Name: .....

Signature:.....