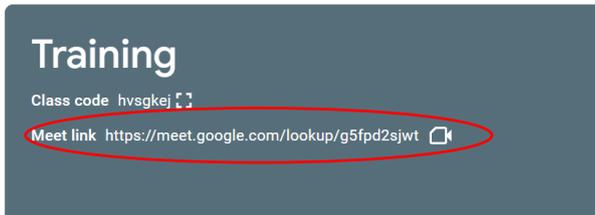


## Children and Parents: How to access Google Meet

On Tuesday Log into Google classroom and click to join the new **Video Call** classroom your child's teacher has set up. (Please repeat this process for the **Conversation Group**).

If you cannot see the video call classroom, please contact your child's class teacher using their class email address or via private message on Google Classroom.

At the top of the class page (within the banner) you will see a meet link.



To join a meeting with the teacher, click this link at the correct time.

You will be unable to join the call before the teacher and will see the following message:

Google Meet

help feedback settings

You can't create a meeting yourself.  
Contact your system administrator for more information.

If you're joining a meeting from Google Classroom, wait for your teacher to join and then refresh this page.

Reload ~~Return to home screen~~

**DO NOT** contact the school (System administrator).  
It simply means **you have arrived before the teacher.**

**DO NOT** return to home screen. Please close the tab and try again with the meet link on the class page.

The teacher **must** join first for the call to work. Pupils are unable to call each other – only calls between teacher and pupil(s) are possible.

When the teacher is present, the call will start and you will be able to follow the on screen prompts to join. Please ensure that you enable your microphone and camera.

meet.google.com wants to

Show notifications

Allow Block

21tpupil@gtpscho.co.uk  
Switch account

miss Vass is now present in the call

miss Vass is now present in the call

Present

Other options

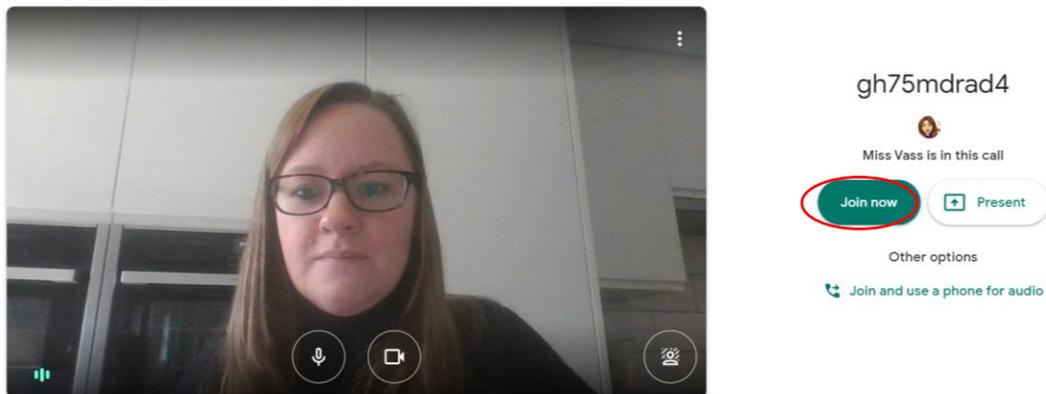
and use a phone for audio

Allow Meet to use your camera and microphone

Meet needs access to your camera and microphone so that other participants can see and hear you. Meet will ask you to confirm this decision on each browser and computer you use.

Dismiss

You can access the calls on any device that you are able to access Google Classroom on (laptop, chromebook, iPad, smartphone, etc).



You are only able to join the call at your allocated time. If you/your child do enter a call at an incorrect time when another pupil is speaking to the teacher, the teacher will remove you from the call and you will not be able to re-enter.

You can change the background to blur your surroundings if you'd like.

You can use these buttons to enable microphone and video if you didn't manage to in the previous step.

If you book into a group session with Miss Vass, Miss Cleghorn or Mrs Lawrence you may be asked to use the raise hand button.

The teacher will ask you to leave the call before them. You do this by pressing the red phone button on the bottom bar of the screen.