



Google Classroom:

Oakdale Primary School uses the Google Classroom platform to set work, allow children to 'hand in' work virtually and liaise with their teacher for homework. This reduces the need for hard copies of work.

- Work will be set weekly and in accordance with the homework policy.
- Google classroom involves two-way communication. Staff and pupils will be positive, professional and courtesy at all times.
- This is **not a social media platform** and any comments must only be about the work set.
- Staff will not instigate communication through this platform.
- Comments must be 'private' between the child and teacher and not a 'class' comment that all children can see and reply to.
- If children or parents have any questions / queries that are not about the work set, you should message the school office, via email.
- Should any child, parent / carer or staff member feel uncomfortable about comments or how to respond they must seek advice from the Headteacher or Deputy Headteacher.
- If there are any safeguarding concerns they must be shared, in line with the school's safeguarding and child protection policies as soon as possible.







Escalation of Issues Arising

Where issues arise that staff, children or parents are uncomfortable having witnessed, they will share these with the Headteacher or Deputy Headteacher as soon as reasonably possible after the meeting or reading the comment.

- In the case of unsuitable comments on Google Classroom, the HT will inform parents for the first example and warn that further bad behaviour will result in the child being removed from the Google Classroom platform. If a second incident occurs the HT will inform parents and the child will be removed from the Google Classroom platform.
- If Staff use is inappropriate they will be disciplined in line with school policies. Training and support will be offered if required.

