



Information on Google Apps for Education at Fairfield School

On enrolment at Fairfield, all children are issued with their very own email address (eg. student@fairfield.school.nz). As children progress through the different Year levels these accounts will be used more and more for a variety of learning and communicating.



As a part of our learning at Fairfield we use **Google Apps for Education**. Google Apps enhance the children's ability to access, collaborate and share what they have been learning in school. It ensures that we can easily share the learning between home and school and that children are able to learn any place and at any time. Learning does not just happen at school.

The following is a brief peek at the Google Apps:



Google Drive includes online word processing, spreadsheet, presentation and drawing applications. Students can work on documents from any computer that can access the Internet and they can easily share work with teachers and other students. No more headaches like lost USB drives as all files are stored in the Google Cloud. Documents save automatically as students work and several students can work on the same files from different locations at the same time.



Gmail provides a school email address that is for School Use Only. Children can email each other work samples and collaborate together on the same document. Children can email homework samples to teachers for sharing with the class. All student email is filtered from known inappropriate sites and is archived.



A brilliant place for children to share their learning is through **Blogger**. Your child's blog site will be private to whomever the student invites (teacher/parent/grandparent). They will not be accessible to the outside world. The blog is a place to view and comment on student work. We encourage you to regularly look into what your child has been learning. You may need to set up your own Google account to view and comment on the blog.

Children have monitored and secure access. Students know that their Google App account is not private and that teachers can monitor their accounts. Teachers are able to view and comment on anything a student produces and receives, including email. It's OK to ask your children to share their Google password with you and for you to look over their schoolwork stored in Google Apps. We ENCOURAGE it.

Digital Citizenship. An important part of Learning with Digital Technology is learning about Digital Citizenship - How to be a responsible user of online environments. We teach children which information is safe to share on the Internet and which is not; we also teach them the appropriate way to communicate with others and use two key points to emphasise this

- always use the Fairfield Values of Responsibility, Respect and Resilience when communicating online
- never post anything you wouldn't want your teacher or parents to see!

You may like to talk about this further with your child at home. Here is a handy link to some resources you may like to use: <http://www.netsafe.org.nz/>

If you have any questions, please feel free to contact the office or your child's classroom teacher.