

Remote Learning with Google Meet

Google Meet is a web application that allows you to join an online “meeting” where you can speak, share ideas, and collaborate. Your teachers will be using this software to continue lessons in the event of school closure.

Requirements

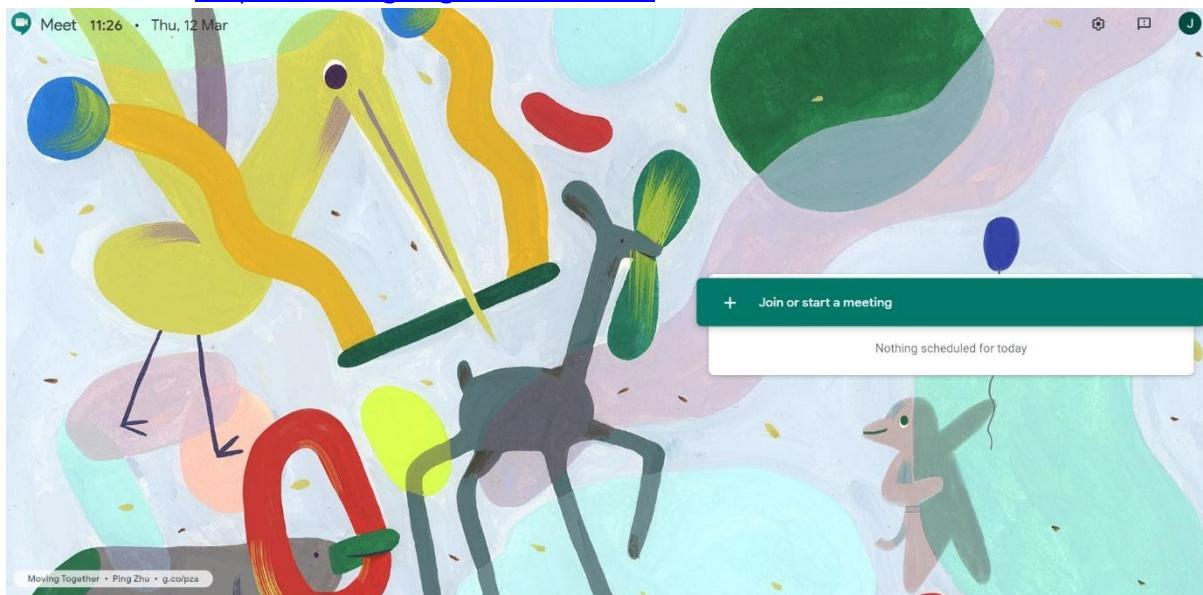
In order to make use of Google Meet, you need the following:

1. A laptop, Chromebook, or desktop computer with internet access.
 - a. You may also use a mobile phone or tablet, with the Google Meet application installed.
 - b. Ensure your device has speakers so you can hear the teacher.
2. Optional - If using a laptop or desktop, you might also need to plug in a microphone and webcam.

Joining a lesson

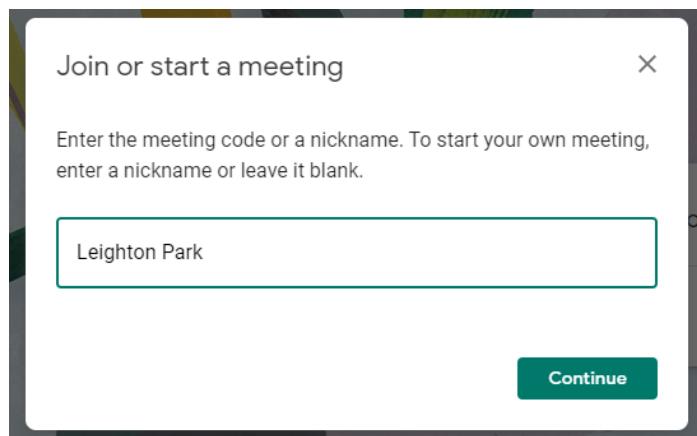
Before starting, make sure that you are signed into your Leighton Park Google account.

1. Go to: https://meet.google.com/_/meet

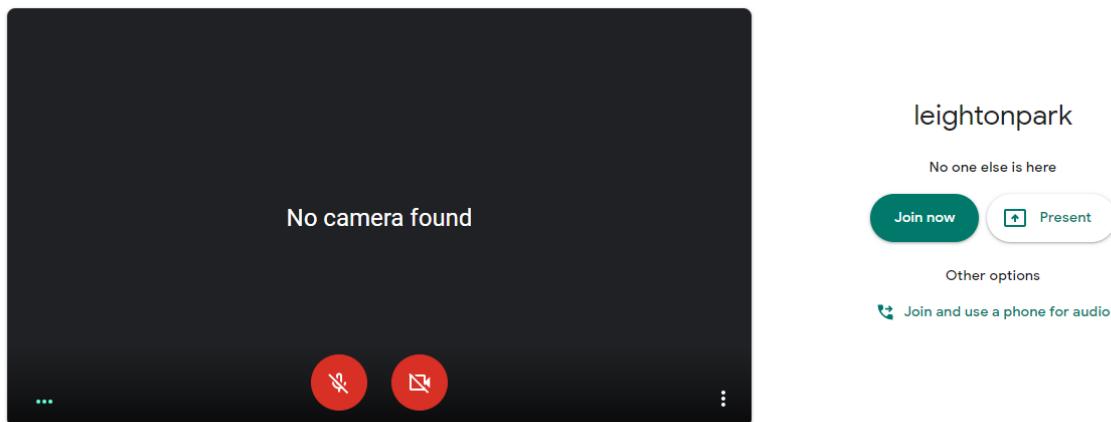


2. Select “Join or start a meeting”

3. Your teacher will have invited you to a meeting already or have sent a unique name or code for you to join. If using a name or code, please enter this and select continue.



4. You will be shown a window where **you need to turn off the camera** using the settings at the bottom. You may leave your microphone on. This is essential to comply with school regulations. When ready, click "Join Now":



5. You are now part of the meeting. Listen closely and follow teacher instructions.

Once the meeting has finished, remember to "Hang Up" and leave the session.

If the lesson has been recorded, your teacher will send a link to where you can find this on Google Drive.

Please note that we expect the highest standard of behaviour from your participation in Google Meet and online learning. School behaviour policies apply. Your access to Google Meet will be removed if a teacher reports that you have behaved inappropriately or failed to comply with instructions during a Google Meet.

If you have any technical difficulties, please email ITHelpdesk@leightonpark.com.