

Accessing the Meeting



Your unique access information has been sent to you via post and email. If you have not received this email and link please first check your 'junk' mailbox, if still unsuccessful please email enquiries@sta.islington.sch.uk

If you have access to a laptop or computer:

[Estimated time: 3 minutes]

1. Click on the 'Meeting Link' emailed to you, or copy and paste it into your internet browser
2. Enter your son's name and click 'Ask to join'

If you will be using a phone or tablet device:



First, please download the free GoogleMeets app from your device's relevant App Store (e.g. Apple App Store, Google Play Store, etc).

Option 1: Only if you have a Google Account (gmail, Google Drive, etc)

[Estimated time: 7 minutes]

1. Once the Google Meet app has downloaded open the app.
2. Click 'Sign in'
3. Enter your email address for your Google Account and click 'Next'
4. Enter your password for your Google Account and click 'Next'
5. Click 'Meeting Code'
6. Enter the 'Meeting Code' precisely as it appears on the email/letter sent to you (e.g xxx-xxxx-xxx)
7. Click 'Join meeting'

Option 2: If you do not have a current Google Account you will need to create one

[Estimated time: 20 minutes]

You can do this using your own current email address.

1. Follow this link to the Google Account Creation page:
<https://accounts.google.com/signup/v2/webcreateaccount?flowName=GlifWebSignIn&flowEntry=SignUp>
2. Click 'Use my current email address instead' and follow all instructions on screen to register your Google Account (If you need further assistance completing these steps we have enclosed an additional page 'Creating a Google Account' with more detailed guidance)
3. Once you have completed these steps, return to the GoogleMeets app you have already downloaded. Click 'Sign in' and enter the details you have just registered (email address and password)
4. Click 'Meeting Code'
5. Enter the 'Meeting Code' precisely as it appears on the email/letter sent to you (e.g xxx-xxxx-xxx)
6. Click 'Join meeting'