



USE OF GOOGLE DRIVE AND HAPARA IN Y5/6

This document explains the platform that teachers use in our Year 5 and 6 classes

Hapara works through G Suite (Google). All the apps that are used through Google (Gmail, Google Drive, Google Docs etc.) sync with Hapara, so it works through your child's school Gmail account so it's not like software that is downloaded onto a device e.g. Microsoft Office.

The main purpose for schools when we use Hapara is for learning. It enables teachers to manage their class/students accounts so they can push out work to groups of children or the whole class. It makes it very easy for teachers to check Google docs and the work that has been done by children.

Another purpose is to make sure that children are safe online and we can check they are being good digital citizens. We can view their Gmail accounts, check websites they are working on, and work in their Google Drive.

Each teacher has a dashboard of all the accounts and the children have seen this dashboard. The current operational settings for Hapara are Monday-Friday from 8.00am-3.00pm, so it works during school hours. We have not enabled IP restrictions because in normal circumstances the above setting is appropriate for students accessing their accounts during school time.

The school pays a subscription to Hapara so it's not a free service. Hapara's website has more detail and information on the tool and how it works <https://hapara.com/>. Hapara takes great care to ensure that only the school and students themselves can grant access to the online work of students. Only teachers of a class, the IT administrator of the school, or Hapara's Support staff acting under instruction from the IT administrator of the school, can use Hapara products and grant access to others.

Hapara's privacy toolkit might answer any further questions you may have and what Hapara does and doesn't do, terms and conditions etc.

<https://hapara.com/privacy-toolkit>