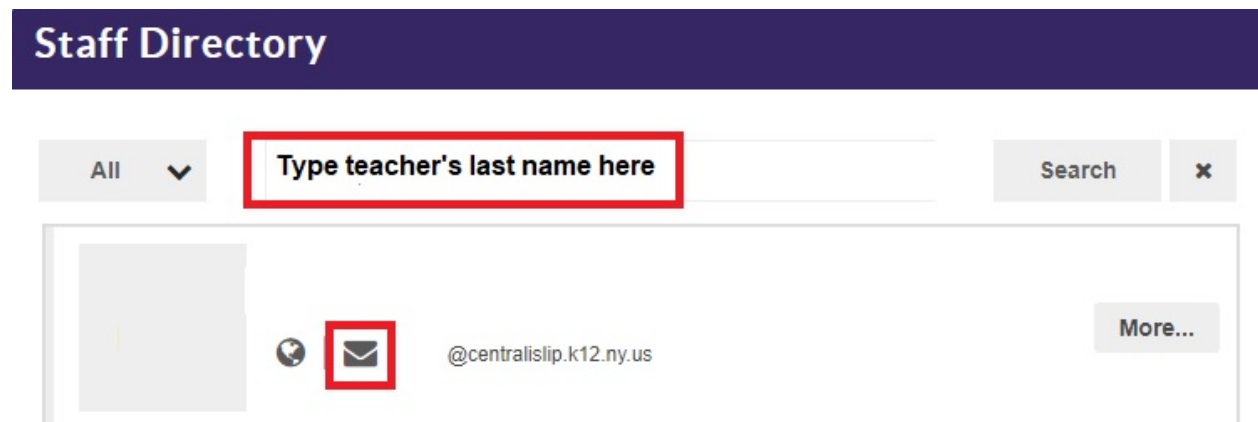


## Become a Google Classroom Guardian

You will need to email your child's teacher and request to be added as a Guardian in Google Classroom. Supply the teacher with your child's name, the class, and the email address you wish to use. Type your teacher's last name in the staff directory search box as shown below. Then click the email icon. [Click here for Staff Directory Page](#)



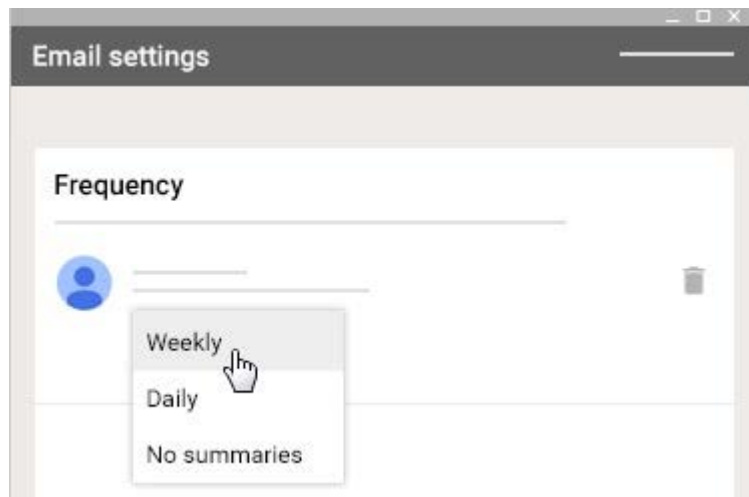
The screenshot shows the 'Staff Directory' header in a dark purple bar. Below it is a search interface with a dropdown menu set to 'All', a search input field containing the placeholder text 'Type teacher's last name here' (which is highlighted with a red rectangle), a 'Search' button, and a close button 'x'. Below the search bar is a results list. The first result shows a placeholder profile picture, a globe icon, an email icon (highlighted with a red rectangle), and the email address '@centralislip.k12.ny.us'. A 'More...' button is located to the right of the email address.

The teacher will invite you as a Guardian. Watch your email for an invitation (you may check your spam folder, depending on your email settings) Confirm that the student listed is your child, and click "Accept Invitation" You will have 120 days from the date the invitation is sent to accept.



The screenshot shows the Google Classroom interface for accepting an invitation. At the top is the 'Google Classroom' header with a user profile icon. Below the header are several horizontal lines representing text input fields. At the bottom, there is a blue button labeled 'ACCEPT' and a link labeled 'I'M NOT THE GUARDIAN'. A hand cursor is pointing at the 'ACCEPT' button.

You will now be directed to the email settings page which will allow you to adjust your email summary settings. You may choose to receive daily or weekly summaries of your student's assignments and activity in Google Classroom.



For more information about Google Summaries for Guardians, visit the following Google Help pages:

[Classroom Email Summaries for Guardians](#) | [Guardian Email Summaries FAQ](#)