



SILVER POINT SCHOOL

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An English Medium Co-educational School, Affiliated to CBSE
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Circular no – 013/2026-27

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Dear Guardians / Parents & Students,

To join a Google Meet (GMeet) session, please follow these steps:

Joining a Google Meet Session

1. Install GMeet app in your mobile phone from the play store.
2. Get the Meeting Link or Code: Obtain the meeting link or code from the GClassroom /Campus Care/ official WhatsApp group.
3. The link will be sent in the GClassroom/ Campus Care/WhatsApp group everyday morning before the class.
4. Open Google Meet: Go to the link or open the Google Meet app on your device.
5. Enter the Meeting Code or Link: If you have a meeting code, enter it in the field provided. If you have a link, click on it to join the meeting directly.
6. Allow Permissions: Grant Google Meet permission to access your camera and microphone.
7. Join the Meeting: Click "Join" to enter the meeting.

Additional Instructions -

- Ensure you have a stable internet connection.
- Use a compatible device (computer, tablet, or smartphone).
- Familiarize yourself with Google Meet's features, such as screen sharing and chat functionality.
- All cameras should be on, with microphone switched off. When required to speak, click the hands up icon.
- All students should be in their school uniform with their hair neatly brushed/ tied.
- Students should be ready with the textbooks, exercise copies as per the time table.
- If any adult is sitting with the child to help, the adult's face should not be visible.
- Parents are requested not to prompt the answers for the child. This will not at all help the child, rather hamper the child's progress.
- Please see to it that the surrounding area around the child is learner friendly - no household noise, family conversation, loud music etc should be there.
- The backdrop of the child's sitting area should be clean.
- If parent's have any queries regarding any issues, please mail to the concerned teacher instead of asking in the GMeet. Please understand, the teachers will be having consecutive classes one after another.

Regards
Silver Point School

