

Google Classroom: Guardian Summaries for Parents

Bentonville Schools continues to exercise every opportunity to help our students, and we want to provide parents the ability to assist us as well. To support this effort, we continue to offer Guardian Summaries to parents for all Google Classroom courses.

Parents and guardians can opt in to get an email summary of your child's assignments in Google Classroom. Guardian Summaries include information about upcoming assignments, missing work, class activities, and projects. Please be aware that this does not include grades or direct access to the coursework itself.

What's included in the Guardian Summary?

Guardians can view their student's Classwork page. Within the Classwork page, guardians can find:

- Assignment Titles, Details, and Attachments
- Due dates
- Missing work—Work not turned in when the summary was sent.
- Upcoming work—Work that's due today and tomorrow (for daily emails) or that's due in the upcoming week (for weekly emails).
- Class activity—Announcements, assignments, and questions recently posted by teachers.
- Classwork Preview Links: Links to preview assigned classwork and view attachments provided by the teacher

As a guardian, you will receive an email invitation to accept Guardian Summaries. You will receive invitations from each class, but you only need to accept one invitation, which will link you to all your students' courses. You must accept the invitation before it expires.

1. In your email program, open your email invitation.
2. Click *Accept* after verifying you are the guardian.

Once you accept the invitation, you will receive WEEKLY summaries unless you are using a Google email account, which allows you to choose *Daily*, *Weekly*, or *No Summaries*.

When you accept the invitation, you will receive an email confirmation. You can unsubscribe from Guardian Summaries or change the settings at any time by simply clicking *Settings* or *Unsubscribe* at the bottom of each email report.

Parents/guardians will not receive an email summary if there is no activity to report for the given time period or if *No Summaries* were selected for the frequency of email reports.

Click here to view a Guardian Summary example. . [See example](#)

What Information is NOT Included:

- **Grades and Scores:** Guardian summaries do not include numeric grades, test scores, or letter grades. (For official grades, parents usually need to check the school's primary grading portal, such as PowerSchool or Infinite Campus, or reach out to the teacher).
- **Submitted Work:** Parents cannot view the student's submitted answers, completed files, or private class messages/comments through the email summary.
- **Other Students' Work or Discussions:** Parents do not get access to class discussion boards, peer interactions, or student rosters