

Good Afternoon WMS Families,

We are happy to share that Winthrop Middle School has created and activated student email for our students. This will be a great way for our students to communicate directly with their teacher in addition to using the Google Classroom platform. In order for student email to be fully activated, we will need each student to make a change in their settings within their Gmail account. With that said, we have provided instructions for our students and the process should take no more than a couple of minutes:

- Parents and students may view this video tutorial (click [HERE](#)) that I created that students can watch OR
- Parents and students may view this PDF (click [HERE](#)) on how to make the necessary changes in Gmail.
- **Students MUST be logged into their school google account in order to access Gmail.**
- If your child is unable to log into their Gmail account to make the appropriate setting change, please wait 24 hours before contacting the school (bcurley@winthrop.k12.ma.us). It can sometimes take 24-48 hours for all Gmail accounts to become active.

In addition to providing student access to email, we felt it was necessary to provide:

- Student guidelines for using email (click [HERE](#)). **It is highly recommended to review with your child.**
- WPS Internet Acceptable Use Policy (click [HERE](#)). **It is highly recommended to review with your child.**

If you have any questions, please feel free to contact me via email at bcurley@winthrop.k12.ma.us.

Thank you,

Mr. Curley