



Google Apps for Education Account Policies

The Google agreement with Watervliet Public Schools provides access to Google applications and storage. While Google hosts these services off-site, the District maintains the ability to manage users, groups, and settings, much like other locally hosted systems. This means that W.P.S. can grant and remove user access, and control other settings to ensure a safe and secure collaboration environment for students and teachers.

To parents and guardians,

At Watervliet Public Schools, we use G Suite for Education, and we are seeking your permission to provide and manage a G Suite for Education account for your child. G Suite for Education is a set of education productivity tools from Google including Gmail, Calendar, Docs, Classroom, and more used by tens of millions of students and teachers around the world. At Watervliet Public Schools, students will use their G Suite accounts to complete assignments, communicate with their teachers, [if applicable, insert sign into their Chromebooks], and learn 21st century digital citizenship skills.

The faq's below provide answers to common questions about Google Apps for Education. Please read it carefully, let us know of any questions, and then sign below to indicate that you've read the notice and give your consent.

Google Apps for Education - FAQ's

What is Google Apps for Education?

Google Apps for Education is a web based suite of services that provide email, word-processing, calendaring, research and collaboration tools for students in Grades K through 12 and all staff in the Watervliet Public Schools District.

Why is Watervliet Public Schools providing this resource to students?

Google Apps for Education provides tools that will help W.P.S. authentically teach students to appropriately use technology for communication and collaboration with both teachers and peers. Google Apps for Education also supports anywhere, anytime learning, and helps reduce the digital divide by minimizing the hardware and software requirements needed to use the tools. Today, more than half the nation's primary- and secondary-school students — more than 70 million children nationwide — use Google education apps like Gmail and Docs, the company said. And Chromebooks, Google-powered laptops that initially struggled to find a purpose, are now a powerhouse in America's schools. Today they account for more than half the mobile devices shipped to schools.

Which programs will students be able to access?

W.P.S. Google Apps for Education may include Gmail, Calendar, Classroom, Docs, and Sites among other Google Applications. Each school may adjust the availability and range of services as needed. (For example, students in the elementary schools will ONLY have email privileges to contact teachers only.

Middle School students will have access to email ONLY those within the W.P.S. school district and High School Students will be able to email outside of the W.P.S. school district).

How will my child access the Google Apps for Education tools?

Google Apps for Education may be accessed by any internet connected device capable of running a world wide web browser; however, different devices support different capabilities. At school, students will access Google Apps for Education using a laptop, computer lab or Chromebook computer. Outside of school, students may use a computer, a tablet device, or even a mobile phone to access their Google Apps for Education account and resources.

How will Google Apps for Education be used in my child's school?

Google Apps for Education aligns with National Standards for Technology Integration, Common Core State Standards, and the W.P.S. Board of Education's long term goals and objectives. At the district level, the curriculum department will define any district requirements involving Google Apps for Education, but each school will individually decide the implementation details of Google Apps for Education within each individual school setting. You can contact your student's teachers or Technology Integration Facilitator (Bill Tiefenbach / wtiefenbach@watervlietps.org) to learn more about how Google Apps will be used at your student's school.

I thought only children over 13 could have access to email. Will GMail be available to elementary students?

Students under 13 ordinarily need parent permission to have email accounts, however, COPPA (Children's Online Privacy Protection Act) allows W.P.S. to act as the parent's' agent and approve the accounts on their behalf. To be COPPA compliant we must provide an opt-out process to parents; the opt-out process is explained below. All students in grades K-12 will be issued Google Apps accounts (including a restricted GMail account) unless parents wish to opt out. The following restrictions to GMail will be enforced at the following levels:

- **Elementary Schools** - Only can send and receive messages from teachers and staff
- **Middle School** - Only can send and receive messages from W.P.S. teachers, staff and peers
- **High School & WAY Program** - Can send and receive messages from all W.P.S. staff and peers, and also outside of the W.P.S. organization

Technology use within Watervliet Public Schools is governed by federal laws including:

Children's Online Privacy Protection Act (COPPA)

COPPA applies to commercial companies and limits their ability to collect personal information from children under 13. By default, advertising is turned off for Watervliet Public Schools presence in Google Apps for Education. No personal student information is collected for commercial purposes. This permission form allows the school district to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

COPPA – <http://www.ftc.gov/privacy/coppafaqs.shtml>

Family Educational Rights and Privacy Act (FERPA)

FERPA protects the privacy of student education records and gives parents the rights to review student records. Under FERPA, schools may disclose directory information (See Board Policy W.P.S.) but parents may request the school not disclose this information. Parents are provided the opportunity annually to opt out of disclosing their student's directory information on the District's Enrollment Form.

FERPA – <http://www.ed.gov/policy/gen/guid/fpco/ferpa>

Who can my child email and can I access the contents of their email account?

Student email accounts established in W.P.S.'s Google Apps for Education domain are both filtered for content and restricted by sender and recipient. Students may only exchange email with other Watervliet Public School students, teachers and staff. Student email accounts can not be used to send or receive email from email users on the internet at large.

Email is also filtered for content - both text and images are scanned - and held for human review if the automated filters are tripped. District 102 uses Gaggle.net to filter and archive all incoming and outgoing email for students. Student email is archived for one year.

Students' Google logins and passwords are the same as their AUP logins and passwords. Parents may obtain their students' logins and passwords by contacting the school office.

What if I just am not comfortable with my student having a Google account, can I opt out?

Watervliet Public Schools believes that there is value in providing these resources to students and would welcome the opportunity to discuss any concerns regarding how Google Apps for Education will be used in your child's school. Please contact the Technology Integration Facilitator (Bill Tiefenbach / wtiefenbach@watervlietps.org) directly to discuss the implementation and use of Google Apps for Education.

If you still feel it would be best for your child not to utilize these tools, your school's principal will instruct the technology department to deactivate your child's Google Apps for Education account.

What happens if students misuse their Google Accounts?

All technology use, including the use of Google Apps for Education accounts, is regulated under Watervliet Public Schools Acceptable Use Policy (AUP). Student access to technology is granted for educational purposes only. Students who misuse their accounts will be referred to the building principal who will deal with the infraction on a case by case basis.

Does Google use student personal information for users in K-12 schools to target advertising?

No. For G Suite for Education users in primary and secondary (K-12) schools, Google does not use any user personal information (or any information associated with an G Suite for Education Account) to target ads, whether in Core Services or in other Additional Services accessed while using an G Suite for Education account.