



## Bensenville School District 2 Google Apps for Education Permission Form

District 2 has launched a one-to-one Chromebook program to help prepare students for success in a global, technology-rich learning and working environment. Your student's Chromebook will feature applications from the "Google Apps for Education" suite.

Google Apps for Education is used by thousands of school districts and universities worldwide. Students and teachers will use it together on documents, presentations, and projects via the Internet. Google Apps also provides online storage, providing students access from any device with an Internet connection.

Your student will have these services hosted by Google as part of Bensenville School District 2's online presence in Google Apps for Education:

- **Log-In Account:** your student will log in with a personalized account for school use. District 2 controls the features of this account.
- **Calendar** - an individual calendar providing the ability to organize schedules, daily activities, and assignments
- **Drive** - online storage provided by Google for student documents
- **Sites** - an individual and collaborative website creation tool
- **Email** – Students will be assigned an @bsd2g.org email account that will enable communication between the student and teacher. This will allow for full utilization of digital technology tools and improved teacher feedback on assignments. Students will not have the capability to email anyone other than their teachers. Email may be enabled for student-to-student messages for the durations of specific projects. This will be a closed email domain and students will not have the ability to email outside the bsd2 domain.

Using these tools, students collaboratively create, edit and share files and websites for school related projects. School staff will monitor student use of Apps when students are at school. Parents are responsible for monitoring their child's use of Apps when accessing programs outside of school. Students are responsible for their own behavior at all times. Examples of student use include showcasing class projects, building an electronic portfolio of school learning experiences, and working in small groups on presentations to share with others.

**Technology use in Bensenville School District 2 is governed by Federal laws, including the Children's Online Privacy Protection Act (COPPA).** The school's use of student information is solely for education purposes. For more information, see <http://www.business.ftc.gov/documents/Complying-with-COPPA-Frequently-Asked-Questions>.

### **Guidelines for the responsible use of Google Apps for Education by students:**

1. **Official User Account.** All students will be assigned a user account. This account will be used for account login purposes and to email their teachers.
2. **Conduct.** Students are responsible for good behavior just as they are in a traditional school building. Students are not permitted to use obscene, profane, threatening, or disrespectful language. Communication with others should always be school related. Students should notify the teacher or school staff of anything inappropriate or that makes them uncomfortable. Bullying will not be tolerated, and the privacy of others should be respected at all times. All provisions of the Parent/Student Handbook, including the Authorization for Electronic Network Access Form, apply to student use of Google Apps for Education, whether access is through the District or outside of school.
3. **Access Restriction.** Access to, and use of, a student account is considered a privilege accorded at the discretion of Bensenville School District 2. The District maintains the right to immediately withdraw the access and use of these services when there is reason to believe that violations of the law or District policies have occurred. In such cases, the alleged violation will be referred to a building administrator for further investigation and adjudication. All use of the Google Apps Account must be limited to legitimate educational purposes consistent with the District's curriculum.
4. **Security.** Students should never share their login information with anyone, except for parents and teachers. Users of student accounts are strictly prohibited from accessing accounts belonging to other students or to staff.
5. **District Access to Student Information.** The District reserves the right to access the user's Google account, including current and archival files of user data, at any time.



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**Students will not be able to access a Google Apps Account without your permission.**

**Student Name:** \_\_\_\_\_ **Team:** \_\_\_\_\_

By signing below, I confirm that I have read and understand the following about my student:

In accordance with the Children's Online Privacy Protection Act of 1998 (COPPA), we are seeking your permission for your student to access these services. Your student's first and last name, username, and password may be provided to the online resource for the purpose of securing confidential credentials and access for the student. This information will be collected and stored electronically, but will remain confidential and will not be shared except for the purpose of providing these services.

Upon parental approval, the student will be provided with his/her own area, accessible only with his or her credentials, where he or she can store data, collaborate with the teacher or other students, participate in educational activities and assessments, etc.

I consent to my student using Google Apps for Education. In addition, I authorize the School District to provide my student's first and last name, username, and password to Google Apps for Education for the purpose of accessing and using this online resource.

I understand that this consent will be effective for the duration of my student's enrollment in School District 2.

\_\_\_\_\_

**Parent/Guardian Name (PRINT)**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Parent/Guardian Signature**