



WARREN COUNTY SCHOOLS

109 Cousin Lucy's Lane
Post Office Box 110
Warrenton, North Carolina 27589

Phone: (252) 257-3184
Fax: (252) 257-5357

Google Apps for Education Permission and Acceptable Use Form

Dear Parent/Guardian,

Google Apps for Education (G Suite) is an online suite of applications designed for schools which includes calendars, email, web pages, word processing, spreadsheets, and presentations -- all of which synchronize and flow together and integrate into existing course curricula. Google Apps for Education is provided free of charge to schools, colleges and universities across the United States and around the world. We believe these tools will provide the essential skills students will need to be adept in the global workplace of this century.

To encourage the use of 21st Century Learning skills and increase communication and collaboration among students and teachers, one or more of your child's classes maybe using Google Apps for Education during the school year. **All students participating in the Google Apps for Education program must have Parent/Guardian permission.**

Email

Gmail accounts will be assigned to each student (pending parental/ guardian approval). The email address will only work within Warren County School's Google Apps domain. Students cannot email to or receive email from outside of this domain.

Responsibilities

As a participant in Warren County School's Google Apps for Education program, students must assume the following responsibilities for all their communication and work within the Google Apps domain:

- all communication and work must be done for educational purposes only
- communicate with others in a courteous and respectful manner at all times
- maintain the privacy of their assigned email address and password and respect the privacy of others
- use only the provided email address and password
- follow the policies as stated in the Warren County School's Acceptable Use Policy (AUP)

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Prohibitions

Within the domain, students must not:

- access files and information other than their own
- tamper with or destroy data
- access or distribute abusive, harassing, libelous, obscene, offensive, profane, pornographic, threatening, sexually explicit or illegal material
- engage in any activities for commercial, purchasing, financial gain or illegal purposes
- use a false identity in any communications or work
- misrepresent Warren County Schools

Access Restriction

Access to and use of the Google Apps for Education domain is considered a privilege accorded to Warren County Schools. The School District maintains the right to immediately withdraw the access and use of the Google Apps for Education domain when there is reason to believe that violations of law or District policies have occurred. In such cases, the alleged violation will be referred to the Principal for further investigation and adjudication.

Security

The Google Apps for Education domain has strong content filters in place. However, Warren County Schools cannot assure that users will not be exposed to unsolicited information and does not guarantee the security of the electronic files located on the Google servers.

Privacy

The general right of privacy will be extended to the extent possible in the online environment of the Google Apps for Education domain. The system administrators may have to examine files and email to diagnose and correct problems within the Google Apps for Education domain. The School District reserves the right to access the student accounts in the domain including current and archival files.

PLEASE CHECK ONE CHOICE BELOW

_____ **Parent Permission for Google Apps for Education account:**

I agree to allow my student to have a Google Apps for Education account that can be used on any computer connected to the internet. I understand the account is for educational purposes and use must meet the expectations outlined above.

_____ **No Google Apps Access Option:**

I do not want my student to use the Google Apps for Education resources in any form.



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Google Apps for Education Permission and Acceptable Use Form Signature Page

Student Name (print clearly): _____

Student Signature: _____

Parent Signature: _____

School: _____

Student Grade: _____

Student ID: _____ **Date:** _____