

Lancaster County Public Schools

Student Google Account Responsible Use Guidelines

Lancaster County Public Schools has created Google accounts for all grade 6-8 students to allow for collaborative sharing using G Suites, formerly known as Google Apps for Education (GAFE). These accounts will be used for school-related communication and projects only. Accounts for students in grades 6-8 will have access to Google applications (Docs, Sheets, Slides, Forms, etc.) and although they will have access to email, they will only be able to email their teachers within the LCPS Gmail domain. A student will not be able to correspond with AOL, Yahoo, Hotmail, personal Gmail accounts, etc.

No student email account in grades 6-8 will be activated without parental or guardian approval. Students will receive their log-in and password instructions from their homeroom teacher and the Instructional Technology Resource Teacher for LCPS, Sarah Terry.

Lancaster County Public Schools supports the use of Google accounts to enhance the teaching and learning process. All *lcs.k12.va.us* accounts are housed on a Google mail server, thereby giving students access to G Suites, formerly known as Google Apps for Education (GAFE). This also allows teachers and students to share information housed in these file areas with others. The account will be considered the student's official *lcs.k12.va.us* email address until such time as the student is no longer enrolled in Lancaster County Public Schools.

Students must follow the Lancaster County Public Schools Internet Acceptable Use Policy. Access to and use of student accounts is a privilege and Lancaster County Public Schools maintains the right to withdraw the access and use of an account when there is reason to believe that violations of the law or district policies have occurred. In such cases, the alleged violation will be thoroughly investigated.

Lancaster County Public Schools does not guarantee the security of electronic files located on the Google system. Privacy will be maintained to every extent possible; however, system administrators may have to examine activities, files, and electronic mail to gather sufficient information to diagnose and correct problems with system software or hardware, as well as investigate any alleged violations as stated above.

If you have any questions, please don't hesitate to contact the Lancaster Middle School Administration.

Sincerely,

Jessica Davis

Lancaster Middle School Principal

Parent/Guardian Permission Form

I have read the Lancaster County Public Schools Student Google Account Responsible Use Guidelines and agree that the student identified below can be given a Google email address and will comply with the provisions as noted in the guidelines.

Print Student's First & Last Name

Print Parent/Guardian First & Last Name

Parent/Guardian Signature Date

Please return this form to your child's homeroom teacher as soon as possible.