

DIGITAL RESOURCES PERMISSION FORM

The Beaverton School District utilizes Google Apps for Education for students, teachers, and staff. The following services are available to each student and hosted by Google as part of Beaverton School District's online presence in Google Apps for Education: Mail, Calendar, Docs (word processor, spreadsheet, and presentation software), and Sites (website authoring tools).

Technology use in the Beaverton School District is governed by federal laws including:

Children's Online Privacy 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 Beaverton School District's presence in Google Apps for Education. No personal student information is collected for commercial purposes. This permission form allows the school 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.shtm>

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 JOA) 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>

Guidelines for Responsible Use of Google Apps for Education by Students:

- A. **Official Email Address:** All students will be assigned a login name and email account using BSDStudentID@bsd48.org. This will be considered the student's official BSD email until such time as the student is no longer enrolled.
- B. **Prohibited Conduct:** Please refer to Board Policy IIBGA, Administrative Regulation IIBGA-AR, and the Student Family Handbook.
- C. **Access Restriction:** Access to the Google Apps resources is considered a privilege. The District maintains the right to immediately withdraw the access and use of these tools when there is reason to believe that violations of the law or District policies have occurred.
- D. **Security:** The District cannot and does not guarantee the security of electronic files located on Google systems. Although Google does have a powerful content filter in place, the District cannot assure that users will not be exposed to unsolicited information.
- E. **Privacy:** There is no expectation of privacy for electronic resources accessed through the district network or in resources provided by using a Beaverton School District account. The District reserves the right to access the BSDStudentID@bsd48.org Google systems and other digital resources at any time, including current and archival files of user accounts.

My signature below confirms my consent to allow my student's education record to be stored by Google. I understand that by participating in Google Apps for Education, information about my child will be collected and stored electronically. I understand that I may ask for my child's account to be removed at any time.

___ **YES**, I give permission for my child to be assigned a full Beaverton School District Google Apps for Education account. This means my child will receive an email account, access to Google Docs, Calendar, and Sites.

___ **NO**, I do not give permission for my child to be assigned a full Beaverton School District Google Apps for Education account. This means my child will **NOT** receive an email account or access to Google Docs, Calendar, and Sites.

Student Name (Print): _____

Student ID # (if known): _____ Grade Level: _____

Parent/Guardian Signature: _____ Date: _____