

## ORLEANS/NIAGARA BOCES

### OPT-OUT FORM REGARDING GOOGLE FOR EDUCATION

We are pleased to inform you that Orleans/Niagara BOCES will provide students with access to Google G Suite for Education.

Access to Google G Suite for Education will automatically be provided to your child, unless you complete and return the form on the next page. You need to fill out and return the form on the next page **ONLY** if you do **NOT** want your student to have a Google account.

Google G Suite for Education gives students access to the tools used by hundreds of businesses, schools, colleges and universities around the world. Google G Suite for Education is a free, web-based instructional and collaborative tool. Using Google G Suite for Education, your child will have the ability to communicate, share, and collect classroom information electronically.

Google G Suite for Education complies with legal requirements for safety and security. If for any reason you are concerned about your child's use of these services, please contact your school's administrator. We use these tools as part of our educational curriculum and expect students to be proficient in the use of these tools for success in college or a future career. However, parents may express any concerns and work with us to further restrict access to any services on a case-by-case basis.

Orleans/Niagara BOCES provides students free access to Google G Suite for Education. Google G Suite for Education includes a suite of web-based programs providing restricted and limited word processing, spreadsheet, presentation, calendaring, research, and collaboration tools for all students and teachers. Sharing of information can occur with others who have the @onboces.org domain on their account. Communication and sharing has been set up to be between students and staff only making the use of these tools as effectively as possible in a protected environment. The effective use of these tools will help prepare and engage our 21st century learners.

In order for students to use these programs and services, certain personal information must be provided. This information may include, but is not necessarily limited to, the following information being provided to the website operator: The student's name; the teacher's name; and the student's grade level.

Google G Suite for Education runs on an Internet domain owned by Orleans/Niagara BOCES and is intended for educational use only. As a cloud-based suite, Google G Suite for Education will be available at school and at home via the Web. Even though a strict content filter will be in place while students are in school, there is always a chance students could be exposed to inappropriate content. School staff will monitor students' use when students are at school.

Parents are responsible for monitoring their child's use when accessing programs out of school. Students are responsible for their own behavior at all times and their strict adherence to our Code of Conduct is expected.

We want to make you aware of some of the safety and educational features Google G Suite for Education provides for use occurring at BOCES. The account is restricted to only the onboces.org domain, meaning sharing of information cannot occur with users outside of our group. Additionally, filters exist to block viruses and inappropriate content.

**Additional Information**

To review the G Suite for Education Privacy Notice, please visit:  
[https://gsuite.google.com/terms/education\\_privacy.html](https://gsuite.google.com/terms/education_privacy.html)

For additional information regarding Google for Education, please see:  
[https://gsuite.google.com/terms/education\\_terms.html](https://gsuite.google.com/terms/education_terms.html)  
<https://support.google.com/a/answer/6356441>

For additional information regarding the Children’s Online Privacy Protection Act (COPPA), please visit: <https://www.ftc.gov/tips-advice/business-center/guidance/complying-coppa-frequently-asked-questions>

**If you consent to your child having access to Google G Suite for Education, then you do not need to complete this form or take any other action.**

**Google G Suite for Education Parent Opt-out**

If you do NOT want your child to have access to Google G Suite for Education, then please complete and return this form to your child’s school. If you do not complete and return this form, then it will be presumed that you consent to your child having access to Google G Suite for Education. If at any time you would like to rescind your decision and change your permission, then you must let the school know in writing.

Please feel free to contact us with any questions or concerns.

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**I DO NOT want my child to be allowed access to Google G Suite for Education.**

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Program: \_\_\_\_\_ Grade: \_\_\_\_\_

Email Address Where Digital Work Can Be Sent: \_\_\_\_\_

Form Dated: March 28, 2020