HARRISON CENTRAL SCHOOL DISTRICT
50 UNION AVENUE
HARRISON, NEW YORK 10528

(914) 630-3016
FAX# (914) 835-2715
seligmanb@harrisoncsd.org

LOUIS N. WOOL, Ed.D.
SUPERINTENDENT OF SCHOOLS

BRIAN SELIGMAN
DIRECTOR OF INFORMATION
SYSTEMS, DATA & TECHNOLOGY
CHIEF INFORMATION OFFICER

Dear Parent(s)/Guardian(s):

We are excited to announce that during the 2019-2020 school year, the Harrison Central School District will provide students, teachers and staff Google Apps for Education accounts. Google Apps for Education includes free, web-based programs like document creation tools, shared calendars, and collaboration tools. Google Apps runs on an internet domain purchased and managed by the District and is intended solely for educational use – these Apps provide a self-contained environment for students and staff to collaborate and share information only within the District's Google site. Your child's teachers may be using Google Apps for things such as lessons, assignments, and communication. The District will provide each student with his/her own username and password, which will allow your child to access Google Apps at home, the library, or anywhere your child has access to the internet.

Student use of Google Apps is governed by the District's Acceptable Use Policy and the District's Code of Conduct, which is available for download on the Harrison Central School District Website. Consistent with conduct appropriate for any school setting, students are responsible for their own conduct when using Google Apps. The District will be monitoring student use of Google Apps when students are at school and parents are responsible for monitoring their child's use of Google Apps outside of school. We encourage you to discuss with your child family rules and expectations for using web-based programs, including but not limited to Google Apps. Student safety is our highest priority. We provide you with the following important information pertaining to the use of all web-based programs.

Guidelines for ensuring Privacy and Safety

1. Students should not post personal contact information about themselves or others online.
2. Students are responsible for the use of their individual accounts and should take all reasonable precautions to prevent others from being able to use their account. Students should never provide his or her passwords to another person (except parent(s)/guardian(s)).
3. Access to Google Apps is considered a privilege provided to students at the discretion of the District.
4. When using web-based programs, students should be kind and think before they type. Students should be careful with what they say about others and themselves.

For more information regarding the District's Acceptable Use Policy and Code of Conduct, as well as the laws and policies helping to protect our students when they utilize web-based programs, please see the Parent Resources section of the District's website at http://www.harrisoncsd.org.

HARRISON CENTRAL SCHOOL DISTRICT
50 UNION AVENUE
HARRISON, NEW YORK 10528

(914) 630-3016
FAX# (914) 835-2715
seligmanb@harrisoncsd.org

LOUIS N. WOOL, Ed.D.
SUPERINTENDENT OF SCHOOLS

BRIAN SELIGMAN
DIRECTOR OF INFORMATION
SYSTEMS, DATA & TECHNOLOGY
CHIEF INFORMATION OFFICER

Please carefully review this information and return the below portion of this form to your child's school.

Student Name: _____

Parent(s)/Guardian(s):_____

_____ **YES,** I give permission for my child to use Google Apps for Education. I understand that this includes permission for my child and the District to publish student work, documents, data and/or photographs to the District's Google Apps for Education domain.

_____ **NO,** I do not give permission for my child to use Google Apps for Education. I understand that this means my child will not be able to access Google Apps for Education for any purpose, including but not limited to sharing information and/or collaborating with District staff and/or students concerning assignments, projects and events.