

## **Google Workspace for Education Notice to Parents and Guardians**

This notice describes the personal information we provide to Google for a student's Google Workspace for Education account and how Google collects, uses, and discloses personal information from students in connection with these accounts.

Using their Google Workspace for Education accounts, students may access and use the following "Core Services" offered by Google (described at [https://workspace.google.com/terms/user\\_features.html](https://workspace.google.com/terms/user_features.html)):

Assignments  
Calendar  
Classroom  
Cloud Search  
Drive and Docs  
Gmail  
Google Chat  
Google Chrome Sync  
Google Meet  
Google Vault  
Groups for Business  
Jamboard  
Keep  
Migrate  
Sites  
Tasks

In addition, we also allow students to access certain other Google services with their Google Workspace for Education accounts. Specifically, your child may have access to the following "Additional Services":

YouTube  
Google Maps  
Finance

Further, we allow students to access additional third-party services with their Google Workspace for Education accounts. Our school administrator enables access to these third-party services with your student's Google Workspace for Education account, and authorizes the disclosure of data, as requested by the third party services. Some of these third-party services, along with links to their privacy policies which are also available on the district website, are:

Brainpop - [https://www.brainpop.com/about/privacy\\_policy/](https://www.brainpop.com/about/privacy_policy/)  
DeltaMath - <https://www.deltamath.com/privacy-policy/>  
Desmos - <https://www.desmos.com/privacy>  
Equation Editor ++ - <https://www.equationeditorpp.abezukor.com/privacy>

Kahoot - <https://trust.kahoot.com/privacy-policy/>  
Kami - <https://www.kamiapp.com/privacy-policy/>  
Lumio - <https://www.lumio.com/privacy/>  
Nearpod - <https://nearpod.zendesk.com/hc/en-us/articles/7889123955220>  
Pear Deck - <https://www.peardeck.com/policies/product-privacy>  
SlidesAI - <https://www.slidesai.io/privacy-policy>  
Quizizz - <https://quizizz.com/privacy>

Google provides information about the information it collects, as well as how it uses and discloses the information it collects from Google Workspace for Education accounts in its Google Workspace for Education Privacy Notice. You can read that notice online at [https://workspace.google.com/terms/education\\_privacy.html](https://workspace.google.com/terms/education_privacy.html) You should review this information in its entirety, but below are answers to some common questions:

### **What personal information does Google collect?**

When creating a student account, Lehigh Area School District may provide Google with certain personal information about the student, including, for example, a name, email address, and password. Google may also collect personal information directly from students, such as telephone number for account recovery or a profile photo added to the Google Workspace for Education account.

When a student uses Google core services, Google also collects information based on the use of those services. This includes:

- account information, which includes things like name and email address.
- activity while using the core services, which includes things like viewing and interacting with content, people with whom your student communicates or shares content, and other details about their usage of the services.
- settings, apps, browsers & devices. Google collects information about your student's settings and the apps, browsers, and devices they use to access Google services. This information includes browser and device type, settings configuration, unique identifiers, operating system, mobile network information, and application version number. Google also collects information about the interaction of your student's apps, browsers, and devices with Google services, including IP address, crash reports, system activity, and the date and time of a request.
- location information. Google collects information about your student's location as determined by various technologies such as IP address and GPS.
- direct communications. Google keeps records of communications when your student provides feedback, asks questions, or seeks technical support

### **How does Google use this information?**

In Google Workspace for Education Core Services, Google uses student personal information primarily to provide the core services that schools and students use, but it is also used to maintain and improve the services; make recommendations to optimize the use of the services;

provide and improve other services your student requests; provide support; protect Google's users, customers, the public, and Google; and comply with legal obligations. See the Google Cloud Privacy Notice for more information.

Does Google use student personal information for users in K-12 schools to target advertising? No. There are no ads shown in Google Workspace for Education core services. Also, none of the personal information collected in the core services is used for advertising purposes.

Can my child share information with others using the Google Workspace for Education account? We may allow students to access Google services such as Google Docs and Sites, which include features where users can share information with others or publicly. For example, if your student shares a photo with a friend who then makes a copy of it, or shares it again, then that photo may continue to appear in the friend's Google Account, even if your student removes it from their Google Account. When users share information publicly, it may become accessible through search engines, including Google Search.

### **Will Google disclose my child's personal information?**

Google will not share personal information with companies, organizations and individuals outside of Google except in the following cases:

- With our school: Our school administrator (and resellers who manage your or your organization's Workspace account) will have access to your student's information. For example, they may be able to:
  - View account information, activity and statistics;
  - Change your student's account password;
  - Suspend or terminate your student's account access;
  - Access your student's account information in order to satisfy applicable law, regulation, legal process, or enforceable governmental request;
  - Restrict your student's ability to delete or edit their information or privacy settings.
- With your consent: Google will share personal information outside of Google with parental consent.
- For external processing: Google will share personal information with Google's affiliates and other trusted third party providers to process it for us as Google instructs them and in compliance with our Google Privacy Policy, the Google Cloud Privacy Notice, and any other appropriate confidentiality and security measures.
- For legal reasons: Google will share personal information outside of Google if they have a good-faith belief that access, use, preservation or disclosure of the information is reasonably necessary for legal reasons, including complying with enforceable governmental requests and protecting you and Google.

**What choices do I have as a parent or guardian?**

First, you can consent to the collection and use of your child's information by Google. If you don't provide your consent, we will not create a Google Workspace for Education account for your child, and Google will not collect or use your child's information as described in this notice.

If you consent to your child's use of Google Workspace for Education, you can access or request deletion of your child's Google Workspace for Education account by contacting Gretchen Laviolette, LASD Director of Instructional Technology and Curriculum Development. If you wish to stop any further collection or use of your child's information, you can request that we use the service controls available to access personal information, limit your child's access to features or services, or delete personal information in the services or your child's account entirely. You and your child can also visit <https://myaccount.google.com> while signed in to the Google Workspace for Education account to view and manage the personal information and settings of the account.

**What if I have more questions or would like to read further?**

If you have questions about our use of Google's Google Workspace for Education accounts or the choices available to you, please contact Gretchen Laviolette, LASD Director of Instructional Technology and Curriculum Development. If you want to learn more about how Google collects, uses, and discloses personal information to provide services to us, please review the Google Workspace for Education Privacy Center (at <https://www.google.com/edu/trust/>), the Google Workspace for Education Privacy Notice (at [https://workspace.google.com/terms/education\\_privacy.html](https://workspace.google.com/terms/education_privacy.html)), and the Google Privacy Policy at <https://www.google.com/intl/en/policies/privacy/>), and the Google Cloud Privacy Notice at (<https://cloud.google.com/terms/cloud-privacy-notice>).

The Core Google Workspace for Education services are provided to us under Google Workspace for Education Agreement (at [https://www.google.com/apps/intl/en/terms/education\\_terms.html](https://www.google.com/apps/intl/en/terms/education_terms.html)) and the Cloud Data Processing Addendum (as <https://cloud.google.com/terms/data-processing-addendum>).