



1 to 1 Technology Program Student & Parent Handbook User Agreement

Stafford Township School District

“Building a Better World, One Student at a Time”

Overview

Introduction

The Stafford Township School District (STSD) 1:1 Technology Devices Program will promote skills in demand by the global community. It will support flexible instruction implemented by teachers who will be positioned to differentiate their instruction for the needs of every learner. Students will be able to use applications and online content that will assist them in their critical understanding of important concepts.

STSD supports a 1:1 initiative in grades K through 6 using a Chromebook, and further supports learning beyond the walls of the schools by allowing students who attend Stafford Township School District (STSD) the privilege of taking the devices home outside of school hours in an effort to create a seamless and dynamic educational experience by making the access to resources available at all times.

It is the district's policy to maintain an environment that promotes ethical and responsible conduct in all electronic resource activities. With this privilege and extraordinary opportunity to explore resources come responsibilities for the parent and for the student.

The purpose of providing this program is for students to have an enhanced learning environment that leverages connected curricular resources, meaningful online and blended learning experiences, and to prepare students for the collaborative global communities that exist. Providing each student a Chromebook creates an equitable access to collaborative educational tools and resources that enables teachers to thoughtfully create engaging lessons.

Prior to a Chromebook being issued to a student, both students and parents must read, accept and agree to comply with the Stafford Township Schools 1 to 1 Technology Program Student & Parent Handbook Use Agreement.

Responsibilities and Expectations

Every student and parent must read and agree to the **1:1 Technology Program Student & Parent Handbook Use Agreement** before any student is issued a Chromebook. The following are rules and guidelines that both the student and parent must agree to before the Chromebook is issued to a student participating in the 1:1 program:

General Usage of the Chromebook

Use of the Chromebook is for academic purposes only.

All STSD Chromebooks are provided to students for educational usage in alignment with the educational direction of the school district. STSD may revoke access to Chromebooks at any time for inappropriate behavior. Students will not use Chromebooks for game playing, instant messaging, chat rooms or online forums where these activities contradict the Acceptable Use Policy, conflict with educational purposes, or interfere with the educational environment. Attempts to circumvent or bypass the filter or manipulate any district device, account, or service is prohibited, and may result in disciplinary action.

Students will not use the Chromebook webcam to photograph and the microphone to record any other student, teacher, or other person unless for academic purposes, and only with the other person's consent.

The Chromebook comes equipped with audio and video recording capabilities through a built-in microphone and camera. All electronic recordings created with the device must comply with school policies and State and Federal laws. Users of the Chromebook device are required to use the device in a manner that complies with these and other STSD policies. Use of the Chromebook in a manner that violates STSD policy may result in revocation of the device and may result in further disciplinary consequences. Use of the Chromebook and any other devices with audio and video recording capabilities during instructional time is at the discretion of the teacher and the student must obtain prior approval to use the device for such purposes. Any electronic recordings obtained with the recording device are for instructional/educational purposes. Therefore, electronic recordings obtained with the Chromebook may not be shared, published or broadcasted for any reason by the student without permission. Furthermore, users of the Chromebook should be aware that State and Federal laws in many instances prohibit secret or surreptitious recording undertaken without the knowledge and consent of the person or persons being recorded. Violations of State and Federal recording laws may be reported to the proper authorities and may result in criminal prosecution.

Students will make the Chromebook available for inspection by an administrator teacher, or staff member when requested.

The Chromebook that is assigned and loaned to a student is the property of Stafford Township School District. The device is loaned to the student for educational purposes. The Chromebook, the managed Google account, and the contents of the device will be monitored

by the STSD staff. The student should have NO expectation of privacy of any content that the Chromebook is used to view or any content while using the district managed Google account.

The STSD Chromebook and its content can be monitored by STSD staff. Appropriate behavior of the device is an expectation as well as the adherence to STSD policies both at school and at home.

The STSD Chromebook and its contents are monitored. The use of the STSD Chromebook as property of Stafford Township School District for anything deemed inappropriate may result in disciplinary action regardless of the physical location of the device or student.

Students will not provide personal information about themselves or any other individual using the STSD Chromebook. File sharing will be limited to school assignments only. Providing personally identifiable information can have unforeseen, unexpected, and unsafe consequences. Students will only share files as needed for school related activities, projects, and assignments.

Students will use STSD Chromebooks as they are provided, preconfigured for their STSD Google Workspace accounts only, and will not alter the network and security settings.

Students will only sign into a Chromebook with their STSD Google Workspace accounts and will not attempt to alter the Chromebook or any setting that would allow them to circumvent this policy setting. Students will not attempt to bypass any network, filter, or security settings.

Students must follow parent or guardian guidelines when using the STSD Chromebook outside of the Stafford Township School District. STSD Chromebooks are the property of the Stafford Township School District to be used for academic and educational usages only. STSD Chromebook and Google Workspace usage is subject to district limitations without regard to time or location of the student and device. How and when the usage of the STSD Chromebook outside of school hours takes place is the responsibility of the parent/guardian.

Students who are able to keep their Chromebooks during the summer months will ensure they are fully functional prior to the start of the new school year. During certain circumstances, as outlined by the school administration, students will be permitted to maintain possession of the STSD Chromebook over the summer. Any and all issues should be reported directly to the main office to arrange for technical support and possible repair.

Preparedness for School

Students will bring their Chromebook to school each day.

The STSD Chromebooks are an integral part of the learning experience for students. STSD does not have enough Chromebooks to supply every student with an extra device. There is a small supply of Chromebooks for student use in extenuating circumstances when the

assigned Chromebook is being repaired. All work that requires a Chromebook to complete remains the responsibility of the student.

Students will come to school each morning with the battery fully charged.

A fully charged STSD Chromebook will last the entire school day. There are not enough outlets nor will STSD supply extra chargers to be loaned out during the school day. The Chromebook should be charged in a safe place so that it cannot get damaged.

Loaning or Borrowing Chromebooks

Students must not loan Chromebooks to other students.

Chromebooks are assigned to individual students and should only be used by the assigned student.

Students must not share usernames and passwords with others.

The STSD Chromebook's are password protected. Students must keep their passwords confidential. Students must not use or attempt to use another student's or STSD staff member's subscriptions, personal information, logins, files, academic work, or personal information.

Damage and Loss

Students will immediately report any malfunctions, damage or loss of the Chromebook to a classroom teacher or the technology help desk.

To ensure the STSD Chromebook's remain in working order, any and all damage or malfunctions must be reported immediately to the classroom teacher so it can be checked and repaired. Students must report and stop using the device immediately. Any parts that may be damaged and broken off of the Chromebook should be kept and provided to the classroom teacher when the device is turned in. Students should not make any attempt to repair the device itself, doing so may further damage the Chromebook.

Students will not modify or vandalize the appearance or functionality of the STSD Chromebook.

The STSD Chromebook is owned by the district and borrowed by the student. Students will treat the Chromebook with care and respect knowing that they must return the STSD Chromebook at the end of the school year and make the Chromebook available upon request of a staff member for inspection. At that time the STSD Chromebook will be inspected for modification, defacing, damage, and vandalism for which the student/family will be held responsible. Students should not draw on or place stickers on the Chromebook, place any items on top of the Chromebook, pick at or remove keys, store any items between the keyboard and screen, scrape the surfaces, damage the screen, or obstruct port access on the Chromebook. Students will not attempt to scratch or remove any tag or sticker placed on the STSD Chromebook for identification purposes. Parents will be financially responsible for any damage, above normal wear and tear to the STSD issued Chromebook.

The STSD Chromebook is to be repaired only by district authorized repair designees. Students will immediately notify their teacher of any unexpected behavior or damage to the Chromebook and arrange a time for the student to visit the location designated in the school to drop off the Chromebook for review and repair. Unauthorized repairs may result in more damage or voiding of warranty. Parents will be financially responsible for any unauthorized repairs of the district issued Chromebook.

In the case of theft, vandalism and other criminal acts, a police report must be filed by the student or parent within 48 hours of the occurrence.

The Chromebook serial number must be included in the report. Incidents occurring off campus must be reported to the police by the parent and a copy of the police report must be brought to the school. The parent/student will be responsible for the replacement of the Chromebook.

The student and parent are responsible for the fair market value of the Chromebook if it is damaged. (See Fair Market Chart.)

The student and parent are responsible for the reasonable cost of repair for damages to the Chromebook which is not covered by the warranty; i.e., broken/cracked LCD screen caused by dropping the Chromebook, a keyboard repair caused by deliberately removed keys, etc. (A table of estimated pricing for a variety of repairs is included in this handbook.)

Technology Fee - *Students in Grades 3-6*

The Stafford Township School District Chromebook Coverage Protection Plan will be offered to ALL Stafford Township School District students for a fee of \$25 per student. The technology fee will cover the cost of the first accidental damage to repair the Chromebook. Please see the schedule below for details of the Chromebook repair costs. The technology fee may be paid by check, payable to the Stafford Township School District and submitted to the Main Office of your child’s school. Families who opt out of the technology fee will be responsible for the costs of the repair or replacement for any damage incurred.

The schedule of the fees for damage, loss, or theft are outlined in the table below.

With the payment of the Stafford Township School District Technology Fee

<i>Incident requiring a non-warranty repair (during the same school year)</i>	<i>Amount of Charge</i>
<i>First accident requiring repair</i>	<i>No Charge</i>
<i>Second accident requiring repair</i>	<i>\$50 or actual repair cost, whichever is less</i>
<i>Third accident requiring repair</i>	<i>Actual cost of replacement or repair</i>
<i>Loss</i>	<i>Cost of replacement</i>
<i>Theft</i>	<i>No cost with a copy of a filed police report</i>

Non-payment of the Stafford Township School District Technology Fee

<i>Incident requiring a non-warranty repair (during the same school year)</i>	<i>Amount of Charge</i>
<i>Broken/scratched screen, and/or cracked LCD display</i>	<i>\$100</i>
<i>Broken Keyboard</i>	<i>\$80</i>
<i>System board damage due to drop, liquid, or other non-warranty cause</i>	<i>\$300</i>
<i>Miscellaneous damage not listed above</i>	<i>Cost of parts</i>
<i>Device replacement</i>	<i>\$300</i>
<i>A/C adaptor replacement</i>	<i>\$60</i>

damage deemed to be caused by misuse, horseplay, neglect, intentional damage, and/ or a lost/stolen device, will result in assessment of the replacement cost of the device, which as of September 2021 is approximately \$300.

If the student intentionally damages a Chromebook, the student may face disciplinary action for vandalism as outlined in the school's Vandalism Policy/Regulation #7610 and know that vandalism may not be covered by an insurance claim, Chromebook protection plan, or warranty coverage.

Appropriate Content

Chromebooks should only be used to access school appropriate content.

As outlined by the Acceptable Use Policy and defined in the Stafford Township School District Policy #2361, students should not use the STSD Chromebook to access material other than educational usage. Any student who comes to find questionable or objectionable content should report their findings to their teacher or media center help desk immediately.

Incidental access to inappropriate or questionable content should be reported immediately. Inappropriate materials may include, but are not limited to, explicit or implicit references to:

- Alcohol, tobacco, or drugs
- Gangs
- Obscene language or nudity
- Bullying or harassment
- Discrimination or prejudicial behavior

Students will follow all copyright laws.

Material that has been copyrighted is protected by law. Appropriate and fair use of copyrighted material should be followed at all times. If there are any questions about how to lawfully use or give credit to the copyright owner, students should discuss with their teacher immediately.

Students will not attempt to install or download software not approved for district use. Installation or running of any unapproved programs can lead to unsafe, unintended results. Applications, extensions, or any other program needs should be brought to the attention of the student's teacher who can then make the proper request for additional needs. Any damage to the student's STSD Chromebook, any other devices, and/or the District Network that is the result of unapproved installations or running of unapproved programs will be the responsibility of the installer.

Students will responsibly use multimedia content for educational use.

With the connection to the internet comes an enormous responsibility to be a good digital citizen. The STSD Chromebook is being lent to a student to improve the educational experience of the student. Students are provided accounts for district approved applications and software. The use of personal accounts for websites browsed on the STSD Chromebook must support educational usage and only be used in an educationally appropriate way that coincides with the ACCEPTABLE USE OF COMPUTER NETWORK/ COMPUTERS AND RESOURCES Policy #2361. Any use of the STSD Chromebook for purposes that are not educational are considered as inappropriate usage.

Important Information

Distribution

Chromebooks will be distributed in school once the students and parents have read and signed the Stafford Township School District 1 to 1 Technology Program Student/Parent Handbook Use Agreement. The Chromebooks will remain with the students until the end of the school year. At that time, notice will be given to students as to the process and timeline for the Chromebooks to be returned. Chromebooks must be returned to the district before the end of the school year. When a student leaves the district he/she will surrender the Chromebook to the district. Stafford Township School District will attempt to issue the same Chromebook each year they attend Stafford Township Schools.

All data on the STSD Chromebook and while using the district Google Workspace account should not be considered private. **The Chromebook, the managed Google Workspace account, and all data stored and visited can be searched at any time.**

Electronic documents, network usage and all stored files **shall not be considered confidential and may be monitored at any time** by designated district personnel to ensure appropriate use. The district complies fully with local, state or federal officials in any investigation concerning or relating to violations of computer crime laws. Privacy should not be an expectation.

Network Use

All students have access to a district assigned and managed Google account which will provide a variety of services including Internet based data storage and a limited email account that is accessible through the student's individual district Google login. This provides students with a safe and secure place to save their work. Should the Chromebook experience problems or be out for repair, students will be able to access their files in the appropriate application using a loaner Chromebook. Students are encouraged to save all important work to Google Drive on a regular basis.

User information is always password protected and access to the account should be guarded by the student. All students will be provided with a secure login and their content will be filtered regardless of their location. Privacy should not be an expectation when utilizing a district owned device, a district managed account, or when accessing the STSD network.

Students should not loan their Chromebook to any other student, nor should they borrow a Chromebook from another student. Under no circumstance, should a student allow another student to log into his/her data, nor should any student share his/her login (usernames and passwords) with any other individual.

The safe and responsible use of the Internet is of the utmost importance to the district. While at school and home, students are protected from potentially dangerous and inappropriate content through the District's network filter.

It is the responsibility of the parents or guardians to ensure that the Chromebooks are being used in accordance with the ACCEPTABLE USE OF COMPUTER NETWORK/ COMPUTERS AND RESOURCES Policy #2361 while outside of school.

Usage of Devices Other than Chromebooks on STSD Networks

Students are not permitted to use personal computers, personal Chromebooks or other devices in place of their issued STSD Chromebook. In the event that there is a bonafide educational reason for the usage of a device other than the STSD Chromebook, connection to the STSD Network will be limited to the device by use of the device's MAC address. A bona fide educational reason needs to have the approval of the school administration. A few examples of a bonafide educational reason include a specific device defined in a student's IEP or 504, ongoing medical needs, or other unique educational opportunity with administrative approval. It is the responsibility of the device owner to provide the necessary MAC address. The device owner is responsible for any and all actions completed by this device on the STSD Network. Any and all damage that is the result of the device being connected to the STSD Network is the full responsibility of the student/family using the device.

Anti-Big Brother Act

The provided technology device may record or collect information on the student's activity or the student's use of the technology device if the device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information.

The school district will not use any of these capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student.

PARENTAL AGREEMENT FOR ACCEPTABLE USE OF THE STSD NETWORK AND EQUIPMENT

It is the goal of the STSD (Stafford Township School District) Network to promote educational excellence by facilitating resource sharing, information access, and communications. Access to and educational use of the information available from the Internet and other electronic communication sources are consistent with the goals and objectives of the district.

The Stafford Township Board of Education firmly believes that the information available through access to such sources as the Internet is invaluable to our students and far outweighs the potential for our students to be exposed to controversial material. It is the student's responsibility to access information specifically related to curriculum goals and objectives and to use that information appropriately. This information includes all electronic and Internet based sources including, but not limited to websites, electronic mail, information and news, software, wikis, blogs, discussion groups and other social media,

Stafford Township educators will provide guidance and instruction to the students in the appropriate use of such resources. The board of education expects that students will use appropriate and responsible behavior on the school network and in the accessing of

all electronic information as independent researchers. Student conduct while using the STSD network is to be in keeping with Board of Education Policy #5600 Student Discipline/Code of Conduct.

- To this end, the Stafford Township Public Schools retains the following rights and recognizes the following obligations:
- To monitor the use of online activities. This may include real-time monitoring of network activity, file storage and/or maintaining a log of all activity for later review.
- To provide internal and external controls as appropriate and feasible. Such controls shall include the right to determine who will have access to STSD-owned equipment and, specifically, to exclude those who do not abide by the STSD's acceptable use policy or other policies governing the use of school facilities, equipment, and materials.
- STSD reserves the right to restrict online destinations through software or other means.
- To provide guidelines and make reasonable efforts to train staff and students in acceptable use and policies governing online communications,

District electronic devices a student uses may record or collect information on the student's activity or the student's use of the device if the electronic device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. If school district equipment is issued to a student for use outside the district, it is possible this collection of information on the student's activity or use of the device may occur outside of the school. The school district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student as per. N.J.S.A.18A:36-39 (P.L. 2013, c. 44),

Parent/Guardian/Student Agreement

I acknowledge that the Stafford Township Board of Education grants permission to me for academic, non-commercial use of district computer facilities, district software, and electronic information resources referred to as the STSD network (Stafford Township School District network). I also acknowledge that policies and procedures which require classroom teachers and library/media specialists to monitor and restrict access to inappropriate material are in place, but the Stafford Township Public Schools cannot monitor users at all times and thus cannot guarantee that students will not gain access to educationally inappropriate material. Therefore, I will not hold the Stafford Township Public Schools responsible for any inappropriate material acquired from this network. In addition, I understand that the Stafford Township Public Schools do not assume responsibility for the accuracy or reliability of information obtained through access to remote sites.

- I agree not to use the STSD network, including any of its communication facilities, in any way, which deliberately diminishes or interferes with the use of the network of others. This includes, but is not limited to:

- Unauthorized access to restricted files, directories or information
- Attempts to gain access to restricted files, directories or information
- Deliberate attempts to crash or obstruct another's use of a system or network
- Theft of hardware, software, and computer related supplies
- Intentional activities around the computer that result in damage to computers, software or information
- Wasting finite resources
- I understand that only software authorized by the Board of Education will be used on the STSD network; therefore, I will not install or copy any unauthorized software on any district computer. Furthermore, I acknowledge the right of the Board of Education's staff to immediately remove any files or programs placed upon the network not intended for educational use.
- I agree to use the STSD network and all devices on it in accordance with acceptable conduct as defined in Board of Education policy. Unacceptable conduct includes, but is not limited to:
 - Using the STSD network to acquire, copy, transmit, display, receive or print lewd, indecent, vulgar, offensive or inappropriate text, pictures, audio or video
 - Using the STSD network to acquire, copy, transmit, display, receive or print harassing, demeaning, or offensive speech or materials
 - Transmitting or posting any material in violation of local, state, or federal law including copyrighted materials, and threatening or obscene materials that could be considered cyberbullying and may fall under the HIB policy
 - Using another's account and/or password
 - Sharing of one's account and/or password
 - Commercial or illegal use of the STSD network for financial gain or fraud
 - Accessing materials which the administration considers inappropriate
 - Attempting to bypass system filters and monitors to gain access to content normally not allowed
 - Attempting to invade the privacy of others by using the STSD network to obtain private information about others, post private information about another person, or re-post a message that was sent to them privately without permission of the person who sent the message
 - Revealing or displaying my personally identifiable information, including the name, address, photographs, social security number, or other personal characteristics that would make me easily identifiable, unless supervised by appropriate school personnel and with the consent of my parent/guardian
 - Revealing or displaying any personally identifiable information about another student, including the name, address, photographs, social security number, or other personal characteristics that would make the student easily identifiable.
 - Engaging in other activities that do not advance the educational purposes for which the computer network/computers are provided

- I understand that the use of the STSD network is a privilege, not a right, and that inappropriate use may result in my suspension of those privileges in varying degrees and my suspension from school by the building administrator. The Board of Education may deny me future computer privileges at all board facilities and I may be subject to further disciplinary, as well as legal actions for violation of copyright and/or licensing laws.
- Users will be personally charged for any unauthorized costs incurred in their use of the STSD network and held responsible for any damages caused by their misuse of the STSD network equipment.
- I agree to report any knowledge of policy violations that I am aware of to the building's staff and/or administration.

Disciplinary action as a result of any violation of the regulations set forth in the Stafford Township Public Schools Acceptable Use Policy may include one or all of the following:

- Revoking of my access privileges to the STSD network
- School disciplinary actions including detention, suspension and/or expulsion
- Legal action, including criminal prosecution or reimbursement of expenses

Google Workspace for Education

At Stafford Township School District, we use Google Workspace for Education, and we are seeking your permission to provide and manage a Google Workspace for Education account for your child. Google Workspace for Education is a set of education productivity tools from Google including Gmail, Calendar, Docs, Classroom, and more used by tens of millions of students and teachers around the world. At Stafford Township School District], students will use their Google Workspace accounts to complete assignments, communicate with their teachers, sign into their Chromebooks and learn 21st century digital citizenship skills.

The notice below provides answers to common questions about what Google can and can't do with your child's personal information, including:

- What personal information does Google collect?
- How does Google use this information?
- Will Google disclose my child's personal information?
- Does Google use student personal information for users in K-12 schools to target advertising?
- Can my child share information with others using the Google Workspace for Education account?

Please read it carefully, and complete the question to give your consent on the Parent Portal for this document. If you don't provide your consent, we will not create a Google Workspace for Education account for your child.

Google Workspace for Education Notice to Parents and Guardians

This notice describes the personal information we provide to Google for these accounts 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):

- Gmail (5th and 6th Graders Only)
- Assignments
- Chrome Sync
- Classroom
- Contacts
- CS First
- Docs, Sheets, Slides, Forms
- Drive
- Google Meet
- Jamboard
- Keep
- Sites

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 “Additional Services”:

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 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, Stafford Township 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 services, Google also collects information based on the use of those services. This includes:

- device information, such as the hardware model, operating system version, unique device identifiers, and mobile network information including phone number;
- log information, including details of how a user used Google services, device event information, and the user's Internet protocol (IP) address;
- location information, as determined by various technologies including IP address, GPS, and other sensors;
- unique application numbers, such as application version number; and
- cookies or similar technologies which are used to collect and store information about a browser or device, such as preferred language and other settings.

How does Google use this information?

In Google Workspace for Education Core Services, Google uses student personal information to provide, maintain, and protect the services. Google does not serve ads in the Core Services or use personal information collected in the Core Services for advertising purposes.

In Google Additional Services, Google uses the information collected from all Additional Services to provide, maintain, protect and improve them, to develop new ones, and to protect Google and its users. Google may also use this information to offer tailored content, such as more relevant search results. Google may combine personal information from one service with information, including personal information, from other Google services.

Does Google use student personal information for users in K-12 schools to target advertising?

No. For Google Workspace for Education users in primary and secondary (K-12) schools, Google does not use any user personal information (or any information associated with an Google Workspace for Education Account) to target ads, whether in Core Services or in other Additional Services accessed while using an Google Workspace for Education account.

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. When users share information publicly, it may be indexable by search engines, including Google.

Will Google disclose my child's personal information?

Google will not share personal information with companies, organizations and individuals outside of Google unless one of the following circumstances applies:

- With parental or guardian consent. Google will share personal information with companies, organizations or individuals outside of Google when it has parents'

consent (for users below the age of consent), which may be obtained through Google Workspace for Education schools.

- With Stafford Township School District Google Workspace for Education accounts, because they are school-managed accounts, give administrators access to information stored in them.
- For external processing. Google may provide personal information to affiliates or other trusted businesses or persons to process it for Google, based on Google's instructions and in compliance with the Google Workspace for Education privacy notice and any other appropriate confidentiality and security measures.
- For legal reasons. Google will share personal information with companies, organizations or individuals outside of Google if it has a good-faith belief that access, use, preservation or disclosure of the information is reasonably necessary to:
 - meet any applicable law, regulation, legal process or enforceable governmental request.
 - enforce applicable Terms of Service, including investigation of potential violations.
 - detect, prevent, or otherwise address fraud, security or technical issues.
 - protect against harm to the rights, property or safety of Google, Google users or the public as required or permitted by law.

Google also shares non-personal information -- such as trends about the use of its services -- publicly and with its partners.

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 your school's principal. 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 limit your child's access to features or services, or delete 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.