K-12 Executive Directors
Billings Public Schools
415 North 30th Street
Billings, Montana 59101-1298
Phone: (406) 281-5122 Fax: (406) 281-6187

**Google Workspace for Education FAQ**

**What personal information does Google collect?**
When creating a student account, Elder Grove School 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 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

The Additional Services we allow students to access with their Google Workspace for Education accounts may also collect the following information, as described in the Google Privacy Policy:

- activity while using additional services, which includes things like terms your student searches for, videos they watch, content and ads they view and interact with, voice and audio information when they use audio features, and activity on third-party sites and apps that use Google services.
- apps, browsers, and devices. Google collects the information about your student's apps, browser, and devices described above in the core services section.
- location information. Google collects info about your student's location as determined by various technologies including: GPS, IP address, sensor data from their device, and information about things near their device, such as Wi-Fi access points, cell towers, and Bluetooth-enabled devices. The types of location data we collect depend in part on your student's device and account settings.

**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's 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.

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In Google Additional Services, Google may use the information collected from all Additional Services to deliver, maintain, and improve our services; develop new services; provide personalized services; measure performance; communicate with schools or users; and protect Google, Google's users, and the public. See the Google Privacy Policy for more details.

**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.

Some additional services show ads; however, for users in primary and secondary (K12) schools, the ads will not be personalized ads, which means Google does not use information from your student's account or past activity to target ads. However, Google may show ads based on general factors like the student's search queries, the time of day, or the content of a page they're reading.

**Can my child share information with others using the Google Workspace for Education account?**
We allow students to access Google services such as Google Docs and Classroom, which include features where users can share information with others but not publicly. For example, if your student shares a photo with a fellow Elder Grove student who then makes a copy of it, or shares it again with another Elder Grove student, then that photo may continue to appear in the student's Google Account, even if your student removes it from their Google Account.

**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 administrators and applicable staff (and resellers who manage your or your organization's Workspace account) may 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.

**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 the district for information about district operations and contact Google with questions about Google operations. 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, the Google Workspace for Education Privacy Notice, and the Google Privacy Policy and the Google Cloud Privacy Notice.

The Core Google Workspace for Education services are provided to us under Google Workspace for Education Agreement and the Cloud Data Processing Addendum.