

TECHNOLOGY ACCEPTABLE USE AGREEMENT

Note (July 31, 2026): The following Acceptable Use Policy does not yet reflect work conducted during the 2025-2026 school year related to artificial intelligence and other student facing technology discussions.

Malden Public Schools Student Mobile Technology Duties and Obligations

In alignment with Malden Public Schools Acceptable Use Policy, students who are assigned portable technology devices, including Chromebooks, must adhere to provisions outlined in the policy and Malden Public Schools Mobile Technology Duties and Obligations notice below, and may be fiscally responsible for lost, stolen or damaged devices.

Ownership: The Malden Public Schools shall retain title to the equipment at all times, unless otherwise transferred. The student shall hold no security or ownership interest in the equipment or licenses to installed software. Equipment includes a Chromebook and power adapter, which is valued at approximately \$300.00 per Chromebook and \$40.00 per power adapter. Vandalism will result in, but not be limited to, the cancellation of system privileges and will require restitution for costs associated with hardware, software, and system restoration.

Content Filtering:

All sites used for instruction are evaluated by staff for appropriateness. Caregivers should note that when the Malden Public Schools Chromebooks are connected to a personal home network, they are not configured to filter the sites students may visit. Caregivers should discuss the importance of being safe, responsible, and respectful online.

Chromebook Functions:

The Chromebook is a multifunction device that allows for the following:

- Connect to any open or secured wireless network (if the password is known)
- Access the Internet (e.g. access online accounts, surf the Internet, etc.)
- Take pictures
- Record audio and video
- Use various instructional apps

Responsible Use:

Users are responsible for securing and safeguarding data stored on the Malden Public Schools technology. When using Malden Public Schools technology, this means that students should continue to use only approved Malden Public Schools and follow each tool's specific guidelines for using student accounts. If students choose to use digital tools or access online services that are not part of the Malden Public School's approved list, Malden Public Schools cannot be responsible for any data privacy or security concerns that may arise.

Student/Parent / Caregiver Agreement:

- We agree to use the device in accordance with *all* provisions of the Acceptable Use Policy and as it currently exists and as updated or modified.
- We agree to report any objectionable content to a teacher and/or administrator
- We understand that the Malden Public Schools has the ability to monitor the Malden Public School's device usage to ensure compliance with Malden Public Schools policies.
- We understand that, because of the Malden Public School's need to monitor Malden Public Schools devices, we have a limited expectation of data privacy while using the Malden Public Schools technology.
- We understand that students are to use only the Malden Public Schools approved digital tools in order to safeguard student data from unauthorized access.
- Furthermore, we are aware that the device may be randomly collected, inspected and searched.
- We agree that the device is to be used exclusively by the Malden Public Schools employees and the assigned student. Parent(s)/caregivers(s) may use the device for purposes of assisting their child with educational studies.
- We will obtain opt-out consent from participants before taking photos, recording audio or capturing video.

Ownership:

The equipment is a loan and remains the property of the Malden Public Schools.

The term of this loan is for the course of the school year or as otherwise designated by the school administrator.

Upon request of an administrator or teacher, we will return the device, case, and power cords.

Proper Care:

- To protect the device from damage, we will store this device in a protective case.
- We are responsible for the safe handling, storage, and security of this device. We agree to take appropriate precautions to prevent damage, loss, or theft.
- We will secure the device when not attended.
- We will not write, etch, scratch, mark or apply stickers to this device. Should student enrollment be terminated for any reason, the equipment must be returned within 4 calendar days.
- We will not alter any Malden Public Schools markings and stickers applied on the device.
- If the device is damaged we will return the device to the school immediately. We will not attempt to repair the device or contact any other computer repair service facility directly.

Liability:

In the event that the device is damaged due to misuse, accidental care or handling, neglect or vandalism, caregivers must pay for the replacement of the device regardless of the age of the device.

Parent / Caregiver:

- We understand that sustained and/or repeated damage may be subject to school based

discipline including, but not limited to: community service, financial obligations, and technology restriction.

- If the device is lost, stolen or damaged, it is our responsibility to immediately notify the school's media specialist, teacher, principal or assistant principal.
- If the device and power adaptor is not returned to the school system upon the teacher or school's request or when enrollment is terminated for any reason, we agree to pay the cost of a replacement device within 30 calendar days. Furthermore, we understand and accept that the Malden Public Schools may file a police report for stolen property should we fail to return or pay for the device and related items within 45 calendar days.
- We acknowledge that if we require financial assistance we can work with the school's Media Center Specialist and school principal to identify opportunities to repair the harm done to the device and community.

Return:

The Chromebooks and adapters will be returned to the school on the date and time determined by the school Principal

At Malden Public Schools, we use Google Workspace for Education, which are the accounts all students have that end in @maldenps.org. These accounts allow students to use Google Docs, Gmail etc, and are covered by the Google Workspace for Education Privacy agreement. As of March 25th, 2025, Google requires permission from parents or guardians to enable access to **Additional Services** not covered by the Google Workspace privacy policies.

We request permission to allow your child access to the following additional services: I permit Malden Public Schools to create/maintain a Google Workspace for Education account for my child and for Google to collect, use, and disclose information about my child only for the purposes described in the notice below.

Service	Description	Privacy Policy & Terms of Service
Chrome Web Store	We use the store to make available approved apps & extensions that our privacy policy has vetted.	Terms
Google Bookmarks	Access your bookmarks on any computer. Use lists to share them with friends. We use bookmarks as a way to help students organize important websites.	Terms
Google Chrome Sync	Synchronize your bookmarks, browser preferences, and browser theme on multiple computers. This service allows students' bookmarks to be accessible anytime they log into Chrome with their @maldenps.org Google account.	Terms
Google Earth	Explore the world, right in your browser. Certain classes use this to help students better understand the world around them.	Terms

Service	Description	Privacy Policy & Terms of Service
Chrome Web Store	We use the store to make available approved apps & extensions that our privacy policy has vetted.	Terms
Google Bookmarks	Access your bookmarks on any computer. Use lists to share them with friends. We use bookmarks as a way to help students organize important websites.	Terms
Google Groups	We use Google Groups as forums for teachers and administrators to send messages to grade levels.	Terms
Google Maps	View maps and directions. Certain classes use this to help students better understand the world around them.	Terms
Google My Maps	Create, share, and publish custom maps. Certain classes use this to help students better understand the world around them.	Terms
Google News	Comprehensive up-to-date news coverage, aggregated from sources all over the world.	Terms
Google Photos	Store and share photos with Google Photos.	Terms
Google Translate	Instantly translate words, phrases, and web pages between English and over 100 other languages. This service is used sparingly only as needed.	Terms
Search and Assistant	Use your account on Google Search and Google Assistant to see personal results, get better speech recognition, and access additional features. Learn more	Terms
YouTube	Watch, upload, and share videos, and participate in in-app chat. Currently, High-School is filtered for under 18 only . K-8 is filtered for under 13	Terms

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

What personal information does Google collect?

The Additional Services we allow students to access with their Google Workspace for Education accounts may also collect the information as described in the [Google Privacy Policy](#).

How does Google use this information?

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?

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.

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

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), 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>).