

Springfield Public Schools

District Hardware and Software Student and Parent/Guardian

Annual Registration Acknowledgement

The Springfield Public Schools technology program provides digital resources for all students. While students in grades K-12 participate in specific account-based learning, PreK students may, at times, utilize shared classroom technology. Only students in grades 5-12 will bring devices home unless otherwise indicated by a district administrator. As a tool used in the daily educational process, it is important to establish procedures and guidelines for the appropriate use of these devices. The iPad (or other device) that students will be issued is the property of the Springfield School District and the use of the iPad (or other device) is a privilege. The purpose of this information is to outline appropriate procedures and expectations as they relate to the Springfield School District.

What students will be getting: iPad (or other device) and case/keyboard. Students in grades 5-12 will also receive a charging cable/charging block to charge the iPad (or other device) at home. This charging cable and block will be issued in 5th grade and again when the device is refreshed.

iPad (or other device) Content: Contents of the iPad, information regarding internet usage, and network communications may be reviewed at the sole discretion of the District. By agreeing to this Acknowledgement and Consent, students and parents/guardians further acknowledge that the Springfield School District is required by law to comply with the New Jersey Public Information Act. As such, students agree to comply fully and in a timely manner with any and all directives issued by the District in its efforts to comply with the Public Information Act. Students further recognize that this may result in the release of email content, Internet use history, network communications, and other similar information to third parties, if so required by law. In accordance with the New Jersey Anti-Big Brother Act, parents and students are advised that District iPad (or other device) may record or collect information on a student's activity and location when the device is outside of school. The Springfield School District shall not use the iPad (or other device) program capabilities in a manner contrary to law.

Loaning or Borrowing iPad (or other device): Students shall not loan their iPad (or other device) to other students or other people or borrow an iPad (or other device) from another student. Students shall not share their passwords or usernames with others.

iPads (or other specified devices) are Required Each Day in Class and at Home: Students in grades 5-12 are required to bring the fully charged iPad (or other device) to class every day. Students are expected to take home the iPad (or other device) for assignments and recharging. All rules and regulations that are in effect during the school day extend to the use of the iPad (or other device) at home. If students leave their iPad (or other device) at home, they are responsible for getting the coursework completed as if they had their iPad (or other device) present. If a student repeatedly leaves their iPad (or other device) at home or arrives at school with an iPad (or other device) that does not possess sufficient charge, they may be subject to disciplinary consequences determined by the administration.

GOOGLE ACCOUNTS FOR STUDENTS

*Note: PreK students are **not** issued individual Google Accounts.*

What is Google Workspace for Education? Google Workspace for Education has been chosen by Springfield Public Schools as an integrated communication and collaboration solution that allows students, faculty and staff to communicate, collaborate on documents, spreadsheets, and presentations in real time from school or home. Your K-12 child will be given an account to create and manage classroom documents in the Springfield Public Schools Google Workspace for Education environment.

Springfield School District creates Google Workspace accounts for all K-12th grade students that allow for collaboration using Google Workspace for Education. These accounts, which will be used for school-related projects, offer students access to a wealth of collaborative tools available through Google Workspace for Education. Housed on Google servers, these accounts give your student 24-hour access to G Suite (word processor, spreadsheet, presentation software, email, calendar, plus additional services). This will allow your student to collaborate with teachers and other students. Some Google Workspace for Education services are disabled for students.

School-Related Google Account/Email Address:

Grades K-4: Students in grades K-4 will be assigned an @stu.springfieldschools.com student Google Account. They will have access to Google applications only, without the ability to send/receive emails.

Grades 5-12: Students in grades 5-12 will be assigned an @stu.springfieldschools.com student email account. They will have access to Google applications with the ability to send/receive emails and share documents **only** to Springfield Public School accounts. This account will be considered the student's official Springfield email address until such time as the student is no longer enrolled in the Springfield Public Schools. The naming convention will be the two digit graduation year followed by the lastname.firstname, ending with @stu.springfieldschools.com. For example: John Doe graduating in the year 2039 would have 39doe.john@stu.springfieldschools.com as a Google Account username/address.

Access Restriction: Access to and use of Google Workspace for Education is considered a privilege given at the discretion of the Springfield Public Schools. The District maintains the right to immediately withdraw the access and use of the account when there is reason to believe that violations of law or School Board policies have occurred. In such cases, the alleged violation will be referred to the Principal for further investigation and appropriate consequences, in accordance with the Student Code of Conduct, will be imposed.

Conduct: Students are responsible for acceptable and appropriate behavior and conduct using Google Workspace for Education accounts as described in the Board Policy #2361, Acceptable Use of Computer Networks/Technology Devices and Resources.

Security: Springfield Public Schools District cannot and does not guarantee the security of electronic files located on Google systems.

THIRD PARTY APPLICATIONS

In order to support collaborative, individual, and personalized learning for students, as developmentally appropriate, students will have access to a curated selection of third-party applications. A third-party application is an outside educational website or app that students can log into using their district Google account to support their learning. Every third-party application is vetted by the district to ensure strict compliance with state and federal student data privacy laws. The district maintains the authority to approve or remove applications based on their educational value and safety standards. For PreK students, third-party application use is limited to classroom-based, teacher-managed tools that do not require individual student logins. Under the Children's Online Privacy Protection Act (COPPA), a parent or guardian must provide consent before a third-party application account can be created for a student, including students under 13 years of age. Parents/Guardians are giving permission for their child to use third party accounts, subject to the terms of the District's Acceptable Use Policy. By agreeing to this document, students and their parents/guardians are acknowledging agreement with these terms and conditions.

APPLE ID ACCOUNT CONSENT

In order to support iCloud backup and collaborative and individual learning, each student *may* use an Apple ID. The district reserves the right to block access to Apple services it determines are not necessary for the learning experience. Under the Children's Online Privacy Protection Act (COPPA), a parent or guardian must provide consent before a Managed Apple ID can be created for a student, including students under 13 years of age. Parents/Guardians are giving permission for their child to use this account, subject to the terms of the District's Acceptable Use Policy. By agreeing to this document, students and their parents/guardians are acknowledging agreement with these terms and conditions.

AGREEMENT

I have read the **Springfield Public Schools Hardware and Software Student and Parent/Guardian Acknowledgement** document and agree to abide by the stated terms and conditions. I have also read and agree to the following district policies District Board of Education Policies and Regulations:

1. [Policy 2361: Acceptable Use of Networks/Technology Devices and Resources](#)
2. [Policy 2360: Use of Technology](#)
3. [Policy 5516: Student Use of Internet-Enabled Devices](#)
4. [Policy 7523: School District Provided Technology Devices to Students](#)
5. [Policy 2365: Acceptable Use of Generative Artificial Intelligence \(AI\)](#)

As the parent or guardian of this student, I confirm that I have read and understand the stated terms and conditions. I further understand that district hardware is designed for educational purposes and that the Springfield Public Schools have taken available precautions to eliminate controversial material. However, I also recognize it is impossible for the Springfield Public Schools to restrict access to all controversial materials, and I will not hold them responsible for materials acquired on the network. In addition, I accept full responsibility for supervision of the use of the iPad (or other device) for students in grades 5th - 12th when my child is not in a school setting.

By clicking 'I Agree,' you confirm that you and your child(ren) have read, understand, and acknowledge the terms of this Hardware and Software Acknowledgement, including the specific provisions for Google Workspace, managed Apple IDs, and third-party applications, and you agree to abide by all linked Springfield Board of Education Technology-Related Policies.