



## GO-Bridgeport G Suite for Education

### Notice to Parents and Guardians

Great Oaks' G Suite for Education domain is different from a personal Google account and is NOT open to the public. It is a safe and secure "self-contained" cloud-based system that is unique to our domain. Features typically available to personal Google accounts will NOT be accessible to our students. The following Google services will be available to each student and hosted by Google as part of Great Oaks' distance learning plan:

- **Gmail:** A private email address that can only be used to send and receive email for specific teacher directed projects and communication.
- **Drive:** A secure online space where students will store all of their digital work. In Google Drive students can create Google Docs, Google Sheets, Google presentations using Slides, Google Drawings and they are all stored on the web. Anywhere that students have access to the internet, they can access their work. Students will be able to work on projects at school and at home. Applications in Google Drive can be shared for collaboration.
- **Calendar:** An individual calendar providing the ability to organize schedules, daily activities, and assignments.
- **Classroom:** Classroom is designed to help teachers create and collect assignments paperlessly, including time-saving features like the ability to automatically make a copy of a Google Document for each student. It also creates Drive folders for each assignment and for each student to help keep everyone organized.
- **Hangouts Meet:** Hangouts Meet allows educators to meet with individual or small groups of students. Dial-in information is always available for students without access to a camera, and for those who do not wish to participate in video but continue to use the internet for audio can disable the video feature at will. Students are only able to join Hangouts and are restricted from starting their own.
- **Chrome:** The primary web-browser with managed security features maintained by the network
- **Selected Apps & Additional Programs:** Selected apps and additional programs, like Khan Academy, will be available to students using their Great Oaks email when requested by teachers for educational purposes and when safe, and appropriate.

**Below are 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 G Suite for Education account?

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

When creating a student account, Great Oaks 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 G Suite 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 G Suite 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.

Great Oaks also utilizes and/or provides access to certain applications as part of Google Additional Services. These include but are not limited to Google Data Studio, YouTube, and Google Groups. 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 G Suite for Education users in primary and secondary (K-12) schools, Google does not use any user personal information (or any information associated with an G Suite for Education Account) to target ads, whether in Core Services or in other Additional Services accessed while using an G Suite for Education account.



### ***Can my child share information with others using the G Suite 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 G Suite for Education schools.
- **With Great Oaks.** G Suite 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 G Suite 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 or discontinue a G Suite 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 G Suite for Education, you can access or request deletion of your child's G Suite for Education account by contacting [distancelearning@greatoakscharter.org](mailto:distancelearning@greatoakscharter.org).



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 G Suite 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 G Suite for Education accounts or the choices available to you, please contact [distancelearning@greatoakscharter.org](mailto:distancelearning@greatoakscharter.org).

If you want to learn more about how Google collects, uses, and discloses personal information to provide services to us, please review the **G Suite for Education Privacy Center** (at <https://www.google.com/edu/trust/>), the **G Suite for Education Privacy Notice** (at [https://gsuite.google.com/terms/education\\_privacy.html](https://gsuite.google.com/terms/education_privacy.html) and <https://www.google.com/intl/en/policies/privacy/>).

The Core G Suite for Education services are provided to us under **Google's Apps 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)).