**Online Services/Cloud Solutions Consent Form**

The school uses Google Apps for Education/Google Apps for students and staff. This permission form describes the tools and student responsibilities for using these services.

The following services are available to each student and hosted by Google as part of the school’s online presence in Google Apps for Education/Google Apps:

* **Drive** - 15GB of online storage to upload work for school use, managed by the student.
* **Mail** - an individual email account for school use managed by the school
* **Calendar** - an individual calendar providing the ability to organize schedules, daily activities, and assignments
* **Docs/Sheets/Slides** - a word processing, spreadsheet, drawing, and presentation toolset that is very similar to Microsoft Office
* **Sites** - an individual and collaborative website creation tool

Other optional services are available (and parents/guardians will be notified if they are used) such as:

* **Vault** – archive storage files
* **Google Moderator** - allows users to create a section about anything that they are interested in discussing with a class or school and open it up for people to submit questions, ideas, or suggestions.
* **YouTube for Schools** - access thousands of free high quality educational videos on YouTube in a controlled environment.
* **Blogger** – create online blogs to share and reflect upon work.

Using these tools, using any device, anywhere at any time, students can collaboratively create, edit and share files (including audio, images and video) and websites for school related projects and communicate via email with other students and members of staff.

These services are entirely online and available 24/7 from any Internet-connected computer. Examples of student use include showcasing class projects, building an electronic portfolio of school learning experiences, and working in small groups on presentations to share with others. However, in the case of Google Drive, users are given three options when uploading their files:

1. Anyone with the link: Anyone who has link can access it
2. Specific People: Shared with specific people
3. Public on the web: Anyone on the internet can find and access.

Students will learn to decide which option is appropriate given the circumstances.

The school believes that use of the tools significantly adds to your child’s educational experience.

**Use of Online Services including Cloud Solutions – Consent Form**

**Parent(s)/Guardian(s)**

As part of the Google terms and conditions we are required to seek your permission for your child to have a Google Apps for Education/Google Apps account:

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ grant INSERT SCHOOL NAME permission to give

 (parent/guardian’s name)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ an Google Apps for Education/Google Apps account.

 (student’s full name)

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_

**Student**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ agree that my use of this online service will be in line with the rules and

 (student’s name)

procedures as outlined in the Digital Technologies Acceptable Use Contract that I have already signed.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_

This permission form will be in effect for your child for the remainder of the academic year. If, at any time, you decide to change this form, you can contact the school’s office to complete a new form.