



Dear Parents/Guardians,

Northumberland County Public Schools recognizes that technology and Internet resources offer a wide variety of educational opportunities and tools that can enhance learning. G Suite for Education is one of the important tools utilized by teachers and students to help students succeed. Use of G Suite is at the discretion of the classroom teacher and only will be used when appropriate for the student's grade level and learning objective. We are very excited about the possibilities that G Suite offers students and teachers in the classroom as we strive to provide our students with 21st Century skills.

Northumberland County Public Schools' 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 like video chat, personal profiles, and social networking will **NOT be accessible to our students**.

Please note: Students who currently use their personal google account in class will NO LONGER be able to use them in their classes at NCPS.

This permission form describes the tools and student responsibilities for using these services. As with any educational endeavor, a strong partnership with families is essential to a successful experience.

The following Google Services will be available to each student and hosted by Google as part of Northumberland County Public Schools' online presence in G Suite for Education:

- **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 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 class.
- **Selected Apps:** Selected apps will be available to students when requested by teachers and when safe and appropriate.

Student use of G Suite for Education is governed by Northumberland County Public Schools' Internet Acceptable Use Policy and the Northumberland County Public Schools' Student Code of Conduct Grades PreK-12. Students are responsible for their own conduct at all times when using G Suite for Education, just as they are when they use any technology resources the school offers. Students retain the intellectual property rights of any work that they create and store on Google Drive. There are no advertisements in G Suite for Education. Google will not sell data to third parties nor will they share information in G Suite with third parties except if required to do so by law.

Northumberland County Public Schools encourages all parents to share in the G Suite for Education experience by logging in with your child to see the types of activities and educational experiences that are offered.



Northumberland County Public
Schools



Permission Form for G Suite for Education

By signing below, I confirm that I have read and understand the following:

- G Suite for Education runs on an Internet domain purchased and owned by Northumberland County Public Schools and is intended for educational use only.
- By default, advertising is turned off for the school’s G Suite for Education domain.
- No personal student information is collected or shared for commercial purposes.
- School staff and administrators all have access to student accounts for monitoring purposes.
- Access to and use of G Suite for Education is considered a privilege and is at the discretion of Northumberland County Public Schools.
- Northumberland County Public Schools maintains the right to immediately withdraw access and use of G Suite for Education when there is a reason to believe violations of the law or school policies have occurred.

With parental/guardian permission, your student will be given a G Suite for Education account with an associated user account to use with their class(es) and teacher(s). To gain access to a G Suite for Education student account, all students must first obtain parental/guardian permission, as verified by your signature on this document.

_____ **By selecting “Accept” for this Authorization, I give permission** for my child to be assigned a Northumberland County Public Schools G Suite for Education account. This means my child will receive an account and access to G Suite for Education. I understand that I may ask for my child’s account to be removed at any time.

_____ **By selecting “Deny” for this Authorization, I am stating that I do not give permission** for my child to be assigned a Northumberland County Public Schools G Suite for Education account. This means my child will NOT receive an account nor access to G Suite for Education. Your child’s teacher will make alternative arrangements to complete assignments.

Print Student’s Name (“Student”)

Student’s Grade Level

Parent/Guardian’s Name (printed)

Parent/Guardian’s Signature

Date

- ❖ Please turn in this signed form to your first block teacher.
- ❖ Governor’s School, NNTC, or Late Arrival Students may turn the forms in to Mrs. Swann in the Counseling Office.