

Delta Google Workspace for Education Consent Letter

Dear Parent(s),

Delta School District provides teachers and students access to a district-managed Google Workspace for Education account. This provides online collaboration and productivity tools, as well as limited file storage space, to be used strictly for educational purposes. This Google Workspace for Education account gives teachers and students access to two sets of digital tools: (1) A moderated selection of Google's productivity tools and (2) use of the Delta School District-hosted, "DeltaLearns" Wordpress collaboration site (www.deltalearns.ca)

To use the Google Workspace for Education account, personal information will be collected by the School District under the authority of the *Freedom of Information and Protection of Privacy Act* (FIPPA). If you have any questions about this collection, please contact Neil Stephenson, Director of Learning Services, at (604) 952-5069.

Using the Delta Google Workspace for Education platform involves the storing and accessing of two types of personal information:

- Student's name, grade level, school name and a portion of their Delta student number is used to create the Google Workspace for Education account;
- Any documents or information created within or uploaded onto the Delta Google Workspace for Education platform by students may contain personal information reasonable for educational purposes. (e.g. a student's name included in a writing assignment) This includes but is not limited to projects, presentations, assignments, and calendar entries created by your child and/or other Delta students. (e.g., students contributing information on a shared document as they work together on a group project)

Both types of personal information will be stored on secured Google servers located outside of Canada, and in certain circumstances, may be accessed by District IT staff or Google. <https://tinyurl.com/2xsspvrj>

According to the Google Workspace for Education Terms of Service, all information shared with Google is owned by the school district and can be removed at any time. While stored outside the country, information in your child's account may be subject to the laws of foreign jurisdictions including, in the United States, the USA Patriot Act. Consent is for 6 weeks past the date at which your student leaves the Delta School District, allowing time for a student to access and save any files before they are deleted.

A Delta Google Workspace for Education account will also provide students access to Read&Write by TextHelp. Read&Write for Google Chrome provides accessibility and productivity tools within the Google Workspace for Education environment.

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- Read&Write for Google Chrome can be delivered in its entirety without storing any personally identifiable information. Each student ID is de-identified by a one-way cryptographic hash which is irreversible
- TextHelp uses Google Analytics to track usage of the software. This is anonymously using de-identified user IDs.

This letter of informed consent is to ask permission for your child to be granted a Delta Google Workspace for Education account for educational purposes. You may withdraw your consent in writing at any time. If you choose not to provide your consent, your child will not be penalized in any way and alternate activities will be provided as appropriate.

Consent:

I understand that my child's information in the Google Workspace for Education Account will be disclosed, stored and possibly accessed from outside of Canada, specifically the United States, for the purposes outlined above. This consent will be considered valid from the date at which it is signed until 6 months after the point the student named below is no longer a student within the School District.

I also hereby acknowledge that I and my child have read and understood the School District's Policy on the Use of Google Apps for Education. (<https://deltalearns.ca/google/acceptable-use/>)

Once you have read this permission form, please identify your consent via the check boxes on Parent Connect.