

Google Apps for Education

Information and Consent Form

Mount View Primary School has moved into using Google Apps for Education (GAFE) with our students. It is an excellent resource for our students and is enabling us to teach effectively in a 21st Century classroom.

Some of the Google Apps we use are:

- Email
- Google Drive
- Google Docs
- Google Slides
- Google Sheets

GAFE allows for easy access, sharing and collaboration of files.

We need to seek your consent for your child using Google Apps for Education. Under the Information Privacy Act 2000 (Vic) (IPA), we need to seek your consent because GAFE uses 'cloud computing', which means that whilst they have servers within Australia, they can store information overseas. The IPA imposes rules on how your personal information is used, including where it is stored. GAFE is an internet based service, delivered by Google, with the potential to provide students with access to improved email, calendar, document sharing, blogging and facilities from school and at home.

GAFE is **not** for student records. No student address information, health, medical, behavioural or welfare information will be stored in GAFE.

Should you have any concerns please don't hesitate to contact your child's teacher or our ICT coordinator to discuss.

Collection, purpose and storage of personal information

When using Google Apps for Education, personal information such as the student's name and schoolwork (which may include photographs and recordings) will be collected by the system and may be stored on databases outside Australia. Google Apps for Education is currently being used in many schools worldwide and provides students with access to improved email, calendar, document access and sharing etc. both at school and at home.

Account Monitoring and Management

All student accounts created using GAFE are monitored and able to be accessed by ICT staff at MVPS.

Regards,

Kylie Middlemiss

ICT Coordinator

Google Apps for Education Consent Form

By signing and returning this form you confirm that:

- My child will be using Google Apps for Education as a part of their school curriculum
- Personal information such as my child's name and any files stored in their account may be stored on offshore servers
- The account will be monitored and accessed at any time by ICT staff
- When my child leaves MVPS the account and all personal information will be deleted
- This consent may be withdrawn at any time upon your request

I have read the information about Google Apps for Education and provide permission for my child

..... of Classto access this internet/web service.

Signature:

Name:

Date: