



G Suite (Google) for Education Permission

The Alta Loma School District offers an online service for its students known as G SUITE FOR EDUCATION. G Suite for Education is an Internet based group of tools which allows students to create and store documents, access information, and collaborate with other students and teachers via the Internet. Students can access G Suite for Education while at school or outside of school, from any device with Internet access. Google provides G Suite for Education to educational institutions, and is used by thousands of K12 schools and major universities throughout the nation. The G Suite for Education homepage can be found at <http://www.google.com/enterprise/apps/education>

G Suite for Education is a secure suite of online applications that offers dozens of security features specifically designed to keep student data safe, secure, and private. In particular, G Suite for Education is governed by a detailed Privacy Policy which ensures that Google will not share, disclose or otherwise use personal information that is placed into the G Suite for Education service. Google guarantees that it is in compliance with all applicable U.S. privacy laws.

For more information about the G Suite for Education Privacy Policy and security features, please visit <https://edu.google.com/trust/>

The following services are available to each student and hosted by Google as part of G Suite for Education:

- **Calendar** – students can access individual and shared calendars in order to organize schedules, daily activities, and assignments.
- **Classroom** Students can view and work on assignments digitally.
- **Docs/Sheets/Slides** – Students have access to word processing, spreadsheet, drawing, and presentation programs which are similar to Microsoft Office.
- **Email** – students will receive a restricted individual email account to access G Suite for Education. ***Student email accounts are disabled unless otherwise deemed necessary. Student email accounts that are enabled may only send and receive emails from other Alta Loma School District enabled email addresses.***
- **Sites** – students may participate in individual and collaborative website creation under the supervision of a teacher.
- **Drive** – students are able to store, edit and share files with other Alta Loma School District users.
- **Meet** - Enables teaching, learning and working from anywhere with video capabilities that can support virtual classrooms and meetings.

Students will not have access to Google Chat/Hangouts, or the Google+community.

Responsible Use Guidelines

- Teachers will make every reasonable effort to monitor student conduct related to class content in order to maintain a positive learning environment; however, the teacher is not responsible for student misuse and/or misconduct.
- Students will adhere to the ALSD Electronic Use Policy in the Parent/Student Handbook. All participants will be respectful in their postings and comments. No cyberbullying, inappropriate language, personal insults, profanity, spam, racist, sexist, or discriminatory remarks, or threatening comments will be tolerated.



- Users are to follow all school rules, teacher directions, and procedures and are required to report any inappropriate use or material to school personnel.
- As explained in the Electronic Use Policy, the use of school technology, networks, and internet services may be monitored for appropriate use. Inappropriate use can result in the loss of privilege to use this educational tool, as well as result in disciplinary and/or legal actions.

ALSD utilizes Google sign-ins for many programs in the classroom. Without GSuite for Education access, students will be unable to log into district programs.

By marking “Yes”, you are giving consent for your student to use their GSuite for Education account.