

Egg Harbor Township Schools

www.eht.k12.nj.us

Administration Offices

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Egg Harbor Township, NJ 08234

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Assistant Superintendent

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Dear Parents/Guardians,

Egg Harbor Township School District has implemented "Google Apps for Education" for students, teachers, and administrative staff. All students will have accounts allowing for their documents, presentations, and projects to be stored online and accessible from home, school, and anywhere there is an Internet connection.

Please note that students **will not** have a working email address even though their usernames may resemble an email address.

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. All participants will respect the teacher's time and professionalism by supporting the same positive approach. All participants will be respectful in their postings and comments.

1. All rules, regulations, guidelines already covered by the district's Acceptable Use Policy (AUP) document, as well as all local, state, and federal laws may be entered into or displayed via the Google Apps system.
2. Google Apps is for school projects. Students or staff members using Google Apps for their own purposes are cautioned that the district offers no guarantees to the safety or permanence of ANY data in its Google Apps system. Google Apps files should not be created unless assigned by a teacher or after specific permission by a school employee.
3. When sharing a document, spreadsheet, presentation, sites, or other file with other users, one agrees that:
 - a. All users are agreeable to receiving an invitation to collaborate,
 - b. All users must report any violations of any school policies or government laws immediately,
 - c. All users must be treated with respect, and
 - d. All users are expected to contribute fairly, citing sources whenever necessary, and following all rules, laws, and guidelines.
4. Deliberate destruction or vandalism of other users' data or shared data is prohibited. Nothing should be deleted without the permission of the person who created it.

5. Google Apps will not be used to post any information for commercial activities, product advertisement, or political advocacy, nor will it be used to post any obscene, discriminatory, or offensive material.

6. District employees have the right to monitor all postings and activities in Google Apps.

In addition to the Terms and Conditions noted in the parent permission letter, students must comply with the Egg Harbor Township School District's Acceptable Use Policy (AUP). Access to and use of the student's Google account is considered a privilege. Egg Harbor Township School District maintains the right to terminate the access and use of their Google account when there is reason to believe that violations of law or district policies have occurred. The alleged violation will be directed to the building principal and addressed according to the procedures outlined in the student handbook. Google and Egg Harbor Township School District take student privacy very seriously. If you would like more information on Google's Privacy policies and student privacy, please visit:

<https://www.google.com/edu/trust/>

Thank you.

I give consent for my child, listed below, to use Google for class activities.

Student Name: _____

Parent Printed Name: _____

Parent Signature: _____

Date: _____