

Dear Parent/Guardian,

It is an exciting time for teaching and learning in the Greater Victoria School District as we work to equip our students with the skills necessary to thrive in an increasingly digital world. We recognize the significance of access to appropriate digital technologies and are embracing the use of the Google's G Suite for Education suite of online tools for students in kindergarten through grade 12.

G Suite for Education is designed specifically for K-12 school districts and is a powerful suite of school district managed online collaboration and productivity tools. It is a secure, private and ad-free environment and offers more control and protection than a personal Google/Gmail account. G Suite for Education is currently used by thousands of schools, with tens of millions of student accounts around the world.

As a public institution, we are subject to the BC Freedom of Information and Protection of Privacy Act. In accordance with this Act, we recognize the importance of protecting the privacy of students under our care. Therefore students will receive instruction on how to use their district managed G Suite for Education account in ways that avoid posting private and personal information. Detailed information on the G Suite for Education offering, including a list of educational uses, privacy, and acceptable and unacceptable use can be accessed at: [www.sd61.bc.ca/gafe](http://www.sd61.bc.ca/gafe).

While this is not an educational requirement, we hope that you will see the value in these tools for your child. If you choose to grant permission, please sign the consent form along with your son/daughter's signed consent and return it to your child's classroom teacher who will then provide further instructions to your child on how to access G Suite for Education. If you choose not to grant permission, an alternative resource will be provided.

If you have questions about the intended use of G Suite for Education in your child's classroom, please speak with your child's teacher, school principal or myself.

Sincerely,



Ted Pennell , Director of Informational Technology

Consent:

Student account information (student first and last name, grade level, and last 4 digits of SD61 identification number), as well as any documents uploaded onto the Google G Suite for Education platform will be disclosed and stored to secure Google servers located beyond Canada, and may be subject to the laws of foreign jurisdictions. Privacy legislation requires that we inform you of this and obtain your consent to this arrangement.

The following Google G Suite for Education services apply for students in grades K - 8:

G Suite for Education email account - limited to only SD61 domains (@sd61learn.ca and @sd61.bc.ca)
Google Drive - unlimited storage, including docs, sheets, slides, forms, and drawing; limited sharing to only include @sd61learn.ca; ability to share data is set to private by default
Google Calendar, Google Sites and Google Classroom within @sd61learn.ca
Read&Write by TextHelp extension for Google Chrome

I have read this consent form and understand that my child's personal information will be used for a G Suite for Education account which may include:

- Student first and last name, grade level and SD61 identification number
- Classroom assignments, research notes, presentations, school-based projects
- Multimedia objects created by students (e.g., videos, pictures, audio files, animations, etc)
- Assessments (e.g., teacher comments, peer feedback, surveys, etc)
- Communication with teachers and other students related to educational purposes
- Indirect direct collection in relation to educational purposes of using G Suite for Education (posting and collection of personal information from someone other than the individual the information is about)

This consent will be considered valid from the date at which it is signed until September 30, 2018 or when permission has been explicitly withdrawn.

Student's Name (first & last) \_\_\_\_\_ Grade: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Required for grades 4-8 only)

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_