



NEWTOWN PUBLIC SCHOOLS
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Newtown Public Schools Student GAFE Permission Form

Newtown Public Schools has the ability to create accounts for all students to allow for collaborative sharing using **Google Apps for Education**. These accounts will be used for school related projects. However, no student will be assigned an active account without parent or guardian approval. The Responsible Use Agreement that is part of the Student Code of Conduct applies to the use of these apps. Once accounts are assigned, students gain access to the wealth of collaborative tools available through Google Apps, referred to as GAFE.

This account is housed on Google servers, thereby giving students access to Google Docs (word processor, spreadsheet, and presentation software), email, calendar, website authoring tools, plus additional services from anywhere. This will allow students to collaborate with teachers and other students.

Official Email Address: Students will be assigned an email account. This account will be considered the student's official Newtown email address until such time as the student is no longer enrolled in Newtown Public Schools. The naming convention will be the student's first and last initials followed by 4 digits that will be randomly generated, ending with @newtownps.org. (For example: Student John Test's email address would be jt1234@newtownps.org.)

Conduct: Students are responsible for good behavior just as they are in a traditional school building. It is unacceptable to use obscene, profane, threatening, or disrespectful language. Communication with others should always be school related. Students should not assume that any of their communications are private. Students should notify a teacher of anything inappropriate or that makes them uncomfortable. Mean behavior will not be tolerated and the privacy of others should be respected at all times.

Access Restriction: Access to and use of GAFE is considered a privilege accorded at the discretion of Newtown Public Schools. The District maintains the right to immediately withdraw the access and use of the account when there is reason to believe that violations of law or School Board policies have occurred. In such cases, the alleged violation will be referred to the principal for further investigation and determination of necessary consequences as indicated by the Student Code of Conduct.

Security: Newtown Public Schools cannot and does not guarantee the security of electronic files located on Google systems. Although Google does have a powerful content filter in place, the School Board cannot assure that users will not be exposed to non-educational material. Students are expected to maintain the security of their own accounts by signing out of their GAFE account and logging off any and all computers and/or shared devices after use.

Privacy: The School Board reserves the right to access and review content in the GAFE for Education system at any time. The School Board complies with all state and federal privacy laws.

As with any educational endeavor, we feel that a strong partnership with families is essential to a successful experience. Therefore, we are asking your permission to provide a GAFE account to your child. Please fill out and return this permission slip to your child's school. Once returned, expect 5-9 school days before the account is activated.

Parent/guardian: (please check one)

I give permission for my child to be assigned aGAFE account.

I do not give permission for my child to be assigned a GAFE account

Parent signature: _____ Date _____

Student:

I agree to adhere to the guidelines stated above and the district's Acceptable Use Policy when using of my GAFE account.

Student signature: _____ Date: _____

Student Name (please print) _____

Homeroom teacher: _____ Grade: _____