

FOR CHARTER STUDENTS ONLY (K-8TH GRADE)
 City Garden School Student Google Apps/Internet Permission Form

Dear Parent/Guardian,

City Garden Montessori School (CGM) provides internet access and Google email accounts to our students, as well as other Google products such as Google Docs and Google Slides and various on-line learning program as follows:

	Kindergarten	Lower Elementary	Upper Elementary	Junior High
Generic Google Account- A generic Google account setup to allow students access to on-line learning programs and to save documents to shared folders	Yes	Yes	No	No
Individual Google Account- A Google account setup to allow students to access on-line learning and access to many Google products	No	No	Yes	Yes
Restricted Email- An email account setup in the students name on the Citygardenschool.org domain that is restricted to communication only with appropriate CGM personnel	No	No	Yes	Yes
Online learning programs- These may include IXL math, language, and science, Accelerated Reading, and other programs deemed appropriate by CGM teaching staff	Yes	Yes	Yes	Yes
Access to other internet sites- Student have access to various internet sites for research purposes. CGM maintains a firewall which aims to prevent access to inappropriate material, however, no firewall or monitoring system is 100% foolproof.	No	No	Yes	Yes

A Gmail/Google Apps account:

- increases student access to teachers and provides teachers additional ways to assess student learning
- allows student access to other Google products including Google Docs, Google Sites, Google Calendar, etc.
- provides online file storage space available anytime, anywhere
- extends the classroom learning environment to the home
- allows collaboration among students in the classroom, within a building, within a district, and with other schools
 - motivates reluctant writers
- provides students with the opportunity to build an electronic portfolio of their school learning experiences • allows teachers to provide discreet and effective differentiated instruction

As with any educational endeavor, we feel that a strong partnership with families is essential to a successful experience. Therefore, your permission is required before we can provide **internet access and a Google Apps account** to your child. **Please fill out and return this permission slip to the main office of your child's school.**

Student Name: _____ **Grade:** _____

(please print clearly your student's first name, middle initial and last name)

CGM has the ability to create accounts for 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 account without parent or

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guardian approval. Once accounts are assigned, students gain access to the wealth of collaborative tools available through Google Apps.

This account is housed on Google servers, thereby giving your student access to Google Docs (word processor, spreadsheet, and presentation software), Citygardenschool.org GMail addresses, calendar, plus additional services. This will allow your student to collaborate with teachers and other students for intended educational purposes.

Official Email Address- Students in Upper Elementary and Junior High will be assigned a Citygardenschool.org student email account. This account will be considered the student's official CGM email address until such time as the student is no longer enrolled in CGM.

Conduct - Students are responsible for good behavior just as they are in a traditional school building. It is illegal to use obscene, profane, threatening, or disrespectful language. Communication with others should always be course related. Students should never say anything via email that they wouldn't mind seeing on the school bulletin board or in the local newspaper. Students should notify the teacher of anything inappropriate or that makes them uncomfortable. Bullying will not be tolerated and the privacy of others should be respected at all times.

Access - Restriction Access to and use of Google Apps for Education is considered a privilege accorded at the discretion of CGM. The school maintains the right to immediately withdraw the access and use of the account when there is reason to believe that violations of law or CGM policies have occurred. In such cases, the alleged violation will be referred to the Principal for further investigation and application of necessary consequences.

Security & Content Filtering - CGM cannot and does not guarantee the security of electronic files located on Google's systems. Although Google does have a powerful content filter in place and CGM does maintain a firewall, the CGM cannot assure that users will not be exposed to non-educational material.

Privacy - As with any other school resource, the CGM reserves the right to access and review content in the Google Apps for Education system at any time.

Internet - CGM has taken precautions to restrict access to controversial materials. We do what we can to reduce access to objectionable sites. However, please be aware that it is impossible to control all materials and an industrious student may discover controversial information. Parents/guardians assume this risk by consenting to allow their children to participate in the use of the internet. CGM firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that students may access materials inconsistent with educational goals of CGM.

Parent/Guardian: As the parent/guardian of the above student, I understand this access is designed for educational purposes and will hold harmless CGM and the internet service provider(s) for materials acquired by the above student from the network. Further, I accept full responsibility for supervision of the student if and when usage is not within a school setting. I give my permission to issue internet access and a Google account to the above student and certify that the information contained on this form is correct.

Parent/Guardian: _____ **Date:** _____
(signature)

Student:

I understand and agree to adhere to the terms and conditions for use of the internet and the use of my Google Apps account. I further understand that violation of the guidelines and regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and disciplinary action and/or appropriate legal action may be taken.

Student: _____ **Date:** _____
(signature)

More information: