Google Apps for Education Agreement for Students Grades 1-8

To enhance students’ access to technology this year, Holy Name Catholic School will provide students in Grades 1-8 with accounts in Google Apps for Education (“Google Apps”). Google Apps includes web-based word processing, spreadsheet, presentation, and collaboration tools that students can access from home or school. Students will also be provided access to Google Email through Google Apps. This email will be closely monitored by staff members. Students will ***only*** be allowed to communicate with staff members by email. These new opportunities place more responsibilities on all of us to be certain they are used appropriately

# Student Agreement for Google Apps

1. Like Holy Name computers, Google Apps for Education is to be used only for school work, not for play.
2. Teachers will be able to look at student documents at any time.
3. Using Google Apps, students can share documents with others, both inside and outside the Holy Name community. However, Holy Name students may share documents only with specific classmates when teachers have given them permission.
4. Students are responsible for their Google accounts. This means they should keep passwords private and tell teachers if someone is getting into their documents or accounts without permission.
5. Students should respect copyright laws. This means that they should not copy pictures, text or video from the Internet and use it as their own. They should always write down where the information came from.

**Please sign and return this form to the Computer Lab**

I give permission for my child to be able to use Holy Name Catholic School’s Google Apps for Education. By doing so I agree to help enforce acceptable use when my child is off school property.

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| Parent/Guardian Signature | Date |
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| Student Signature | Grade |
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