

## **Coláiste Muire's Acceptable Use Policy**

Staff and contracted support organisations may have the ability to monitor everything that a student does within G Suite. All such monitoring is governed by the principal of the school. This permission form describes the tools and student responsibilities for using these services. As with any educational endeavor, a strong partnership with families is essential to a successful experience.

Student use of G Suite for Education is governed by Coláiste Muire's Acceptable Use Policy. Students are responsible for their own conduct at all times when using G Suite for Education, just as they are when they use any technology resources the school offers. Students retain the intellectual property rights of any work that they create and store on Google Drive. There are no ads in G Suite for Education. Google will not sell data to third parties nor will they share information in G Suite with third parties except if required to do so by law.

By signing below, you will be confirming that you have read and understand the following:

G Suite for Education runs on an Internet domain purchased and owned by Coláiste Muire and is intended for educational use only. By default, advertising is turned off for the school's G Suite for Education domain.

No personal student information is collected for commercial purposes. Pupils will only be able to send and receive email from staff and other students in the school. All outside email is blocked. (Exceptions would require separate parent/guardian approval for programs requiring students to email outside of the Coláiste Muire domain.)

Students have no expectation of privacy on the G Suite system. School staff, and administrators may have access to student email & data for monitoring purposes. Access to and use of G Suite for Education is considered a privilege and is at the discretion of Coláiste Muire.

Coláiste Muire maintains the right to immediately withdraw access and use of G Suite for Education when there is reason to believe inappropriate use or breach of school policies have occurred.

For additional information about privacy and safety, Google's "Trust" site provides an excellent guide to staying safe and secure online. The guide can be accessed at <https://www.google.com/edu/trust/>

Note : Please submit a separate survey for each son / daughter in the school.