



The Use of Software to Support Home Learning

This notice provides answers to common questions about what Google can and can't do with your child's personal information, including:

- What personal information does Google collect?
- How does Google use this information?
- Will Google disclose my child's personal information?
- Can my child share information with others using the G Suite for Education account?

G Suite for Education Notice to Parents and Carers

This notice describes the personal information we provide to Google for these accounts and how Google collects, uses, and discloses personal information from pupils in connection with these accounts.

Using their G Suite for Education accounts, pupils may access and use the following "Core Services" offered by Google (described at https://gsuite.google.com/terms/user_features.html). Only these select services will be accessible by children at this time:

• Gmail	NOT AT GOAT LEES
• Google+	NOT AT GOAT LEES
• Calendar	NOT AT GOAT LEES
• Chrome Sync	NOT AT GOAT LEES
• Classroom	YES
• Cloud Search	NOT AT GOAT LEES
• Contacts	NOT AT GOAT LEES
• Docs, Sheets, Slides, Forms	YES
• Drive	YES
• Groups	NOT AT GOAT LEES
• Google Hangouts, Google Chat, Google Meet, Google Talk	NOT AT GOAT LEES
• Jamboard	NOT AT GOAT LEES
• Keep	NOT AT GOAT LEES
• Sites	NOT AT GOAT LEES
• Vault	YES

Google provides information about the information it collects, as well as how it uses and discloses the information it collects from G Suite for Education accounts in its G Suite for Education Privacy Notice. You can read that notice online at https://gsuite.google.com/terms/education_privacy.html. You can review this information in its entirety, but below are answers to some common questions:

What personal information does Google collect?

When creating a pupil account, Goat Lees Primary School may provide Google with certain personal information about the pupil, including, for example, a name, email address, and password. Google may also collect personal information directly from pupils, such as telephone number for account recovery or a profile photo added to the G Suite for Education account (*Goat Lees will not allow pupils to add telephone numbers or personal photos*).

When a pupil uses Google services, Google also collects information based on the use of those services. This includes:

- device information, such as the hardware model, operating system version, unique device identifiers, and mobile network information including phone number (if accessing on a phone);
- log information, including details of how a user used Google services, device event information, and the user's Internet protocol (IP) address;

- location information, as determined by various technologies including IP address, GPS, and other sensors;
- unique application numbers, such as application version number; and
- cookies or similar technologies which are used to collect and store information about a browser or device, such as preferred language and other settings.

How does Google use this information?

In G Suite for Education Core Services, Google uses pupil personal information to provide, maintain, and protect the services. Google does not serve ads in the Core Services or use personal information collected in the Core Services for advertising purposes.

In Google Additional Services, Google uses the information collected from all Additional Services to provide, maintain, protect and improve them, to develop new ones, and to protect Google and its users. Google may also use this information to offer tailored content, such as more relevant search results. Google may combine personal information from one service with information, including personal information, from other Google services.

Children at Goat Lees will be encouraged to remember to log out of accounts when work has been completed.

Does Google use pupil personal information for users in schools to target advertising?

No. For G Suite for Education users in primary and secondary schools, Google does not use any user personal information (or any information associated with a G Suite for Education Account) to target ads, whether in Core Services or in other Additional Services accessed while using an G Suite for Education account.

Can my child share information with others using the G Suite for Education account?

As a school we may allow pupils to access Google services such as Google Docs and Sites, which include features where users can share information with others or publicly. At Goat Lees Primary we will not allow children to share publicly, only with teachers and peers when applicable, in line with our safeguarding policies.

Will Google disclose my child's personal information?

Google will not share personal information with companies, organisations and individuals outside of Google unless one of the following circumstances applies:

- With parental or guardian consent. Google will share personal information with companies, organisations or individuals outside of Google when it has parents' consent (for users below the age of consent), which may be obtained through G Suite for Education schools.
- School administrators can access information stored in G Suite for Education accounts because they are school-managed.
- For external processing. Google may provide personal information to affiliates or other trusted businesses or persons to process it for Google, based on Google's instructions and in compliance with the G Suite for Education privacy notice and any other appropriate confidentiality and security measures.
- For legal reasons. Google will share personal information with companies, organisations or individuals outside of Google if it has a good-faith belief that access, use, preservation or disclosure of the information is reasonably necessary to:
 - meet any applicable law, regulation, legal process or enforceable governmental request.
 - enforce applicable Terms of Service, including investigation of potential violations.
 - detect, prevent, or otherwise address fraud, security or technical issues.
 - protect against harm to the rights, property or safety of Google, Google users or the public as required or permitted by law.

Google also shares non-personal information -- such as trends about the use of its services -- publicly and with its partners.

This is all in line with Goat Lees safeguarding policies.

What choices do I have as a parent or guardian?

First, you can consent to the collection and use of your child's information by Google. If you don't provide your consent, we will not create a G Suite for Education account for your child, and Google will not collect or use your child's information as described in this notice.

If you consent to your child's use of G Suite for Education, you can access or request deletion of your child's G Suite for Education account by contacting Goat Lees Primary School. If you wish to stop any further collection or use of your child's information, you can request that we use the service controls available to limit your child's access to features or services, or delete your child's account entirely. You and your child can also visit <https://myaccount.google.com> while signed in to the G Suite for Education account to view and manage the personal information and settings of the account.

Goat Lees will have selected high privacy settings in line with G Suite for Education privacy policies and our own school policies.

What if I have more questions or would like to read further?

If you have questions about our use of Google's G Suite for Education accounts or the choices available to you, please contact Goat Lees Primary School. If you want to learn more about how Google collects, uses, and discloses personal information to provide services to us, please review the following:

[G Suite for Education Privacy Center](https://www.google.com/edu/trust/) (at <https://www.google.com/edu/trust/>), the

[G Suite for Education Privacy Notice](https://gsuite.google.com/terms/education_privacy.html) (at https://gsuite.google.com/terms/education_privacy.html)

[Google Privacy Policy](https://www.google.com/intl/en/policies/privacy/) (at <https://www.google.com/intl/en/policies/privacy/>)

The Core G Suite for Education services are provided to us under [Google's Apps for Education agreement](https://www.google.com/apps/intl/en/terms/education_terms.html) at https://www.google.com/apps/intl/en/terms/education_terms.html and the [Data Processing Amendment](https://www.google.com/intl/en/work/apps/terms/dpa_terms.html) (at https://www.google.com/intl/en/work/apps/terms/dpa_terms.html)

For further information about other software that children can access from home please follow the links below:

Purple Mash: <https://help.2simple.com/gdpr/is-purple-mash-gdpr-compliant>

Spelling Shed: <https://www.edshed.com/en-gb/privacy>

Teach My Monster to Read: <https://www.teachyourmonstertoread.com/privacy-policy>

Letter Join: <https://www.letterjoin.co.uk/terms-conditions.html>