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Dear Parents and Guardians of Students in the Randolph County School System,

All students in grades 6-12 will be supplied with a new resource called Google Apps. Google Apps will enhance the student's ability to access, collaborate, and share what they have been learning in school.

Provided by Google to the district at no cost, these tools include:

Gmail: a full functioning email address. All emails will be monitored, filtered, and archived. There is software in place to filter the messages sent from the student accounts. The messages will also be archived to meet the Child Internet Protection Act guidelines. Students will be trained on acceptable communication using e-mail.

Google Drive: An online word processing, spreadsheet, and presentation application that allows multi-user access and editing. Students will be able to work on projects at school and at home. Students will also be able to collaborate on projects from school and home.

Google Calendar: An online tool that can be used to create or share important dates or events.

Google continues to add new tools and the district will evaluate each for its educational potential.

Our primary reasons for supplying these tools to students are:

- To give students practice in using current technology applications and tools.
- To give students the ability to work on common, no-cost tools on their own documents both at school and outside of school.
- To help students work collaboratively, engage in peer-editing of documents, and publish for a wider audience.
- To provide adequate long-term storage of student work.
- To facilitate paperless transfer of work between students and teachers.

All of these tools are housed on the Internet and can be accessed from any Internet-connected computer with a web-browser. No special software is required to access and use these tools. Google Apps only supports the most recent 2 versions of Internet web-browser. Google Chrome is the recommended web-browser.

Teachers and School Library Media Coordinators will be reviewing our district's responsible use policy and Internet safety guidelines when these new tools are introduced to the students. Using these online tools responsibly will be an important part of the learning experience.

Randolph County School System students will use computers, other electronic devices, and RCS provided applications and resources in accordance with RCSS Policy #3220 Technology in the Education Program, Policy #3226/4205 Internet Safety, and Policy #3225/3312/7320 Technology Responsible Use. Please take some time to review these expectations with your student.

Please sign below to give your child permission to use Google Apps according to Randolph County School System's Responsible Use Policy.

Parent/Guardian Signature

Date