



APS Annual Web 2.0 Educational Applications Consent and Student Privacy

The Andover Public School District uses network access, the internet, internet applications and Web 2.0 tools for educational purposes. As a part of learning in grades K-12, a variety of online Web 2.0 applications are used as a resource to enhance the curriculum. Using web 2.0 tools is an essential component of teaching and learning in today's world. Using these resources, students may collaboratively create, edit, and share files and websites for school-related projects. Many services are online and available 24/7 from any internet-connected device and are key tools in aiding students and teachers in the development of 21st Century teaching and learning skills.

Although these applications are widely used by the education community who support their use in K-12 institutions, the applications' Terms of Services state that due to Federal Law any users under the age of 13 must obtain explicit parental permission to use their sites. As these sites are instrumental in the development of our curriculum, we are requesting your parental permission for your K-12 child to use the following:

- Network access on district wired and wireless devices. Per the Children's Internet Protection Act (CIPA) and Children's Online Privacy Protection Act (COPPA), internet access is filtered on district wired and wireless devices, as well as personal wireless devices if connected to the district wireless network.
- Internet applications used for educational purposes. A list of the commonly used web 2.0 tools currently used in the district can be found at andoverpublicschools.app.learntrials.com/new/public Terms of use links for each Web 2.0 tool can be found at this link as well.

Some of these programs may require account logins; students will be using their standard APS Google credentials. All accounts will be created and managed by APS and students will access them through <https://launchpad.classlink.com/aps1>. Some provide student access using a class code (not an individual student login).

Student Privacy and Safety

In the interest of students' safety and privacy online, the following protections will be in place for our use of Web 2.0 online resources used in the district:

- No individual or identifiable "profiles" will be used.
- No confidential/personal information will be posted with these services
- Everything created with these applications is subject to teacher approval and/or deletion.
- If a whole-class account is used, a student's work will be viewable by other children, parents, and staff members

Rules for Web 2.0 Applications

- Students accessing or using web-based tools for education may not post personal information (family name, password, username, email address, home address, school name, city, country or other information that could identify them).
- Students may not change or delete the work of another student without permission from both that student & teacher.
- Teachers will make every reasonable effort to monitor conduct using these tools in order to maintain a positive learning community. All students and guests will respect each other's work.
- Students may not include any information or pictures on web-based tools that might be unsafe for our district.
- Everyone will be respectful using web-based tools. Use of bad language, insults, bullying, or rude wording in projects is prohibited. Harassing, discriminating or threaten the safety of others will be handled as a discipline matter.
- All students must protect the class or personal login and password. Compromised passwords must be reported.
- Use of copyrighted materials (such as pictures you find on the web) must be done with proper credit. Check to be sure you know how to do this correctly.
- If you know that someone has broken these rules, you must report it to the teacher right away.
- Parents should discuss this annual Web 2.0 Educational Application consent with their children. Consent means that the student and parent understand and will follow the rules for Web 2.0 applications.

The district realizes that new Web 2.0 tools may be created and may be requested to be used within the curriculum by our teachers. Once the school year begins and new Web 2.0 tools are approved to be used within the curriculum, they will be added to the list of web 2.0 tools found at andoverpublicschools.app.learntrials.com/new/public. If the Web 2.0 Term of Services states that explicit parental permission must be obtained, the classroom teacher will receive separate parent permission before using the new resource. A sample permission request for parents is shown below.

Consequences

All users are required to abide by the Andover Public School District Acceptable Use Policy when using any Web 2.0 Applications. If a user engages in any inappropriate or illegal activity while using these services, the user risks discipline and/or having the use of these services suspended or removed.

Parent Permission Letter: Web 2.0 Tools in the Classroom

Dear Parents and Guardians:

The district maintains a list of web 2.0 tools found at andoverpublicschools.app.learntrials.com/new/public. Web 2.0 tools are applications available on the web that facilitate online learning, publishing, and collaborating. Google Apps is considered a Web 2.0 tool and is included under this permission release, APS Google Policy information can be found at <http://bit.ly/APS-Google>

I give permission for my student to create and/or access accounts for the above apps/sites (and apps listed on the back as applicable), with appropriate supervision for educational use.

Student Name: _____ Homeroom: _____

Parent Signature: _____ Date: _____

Under the Child Online Privacy Protection (COPPA) rule, everyone (including teachers AND parents) must ask explicit parental permission to share a picture, video, or voice recording of a child under 13. Please do not share these to your personal social media if other students are included in the project/photo/video/recording unless you have asked permission from their parents.