



Oak Meadow
K-12 CURRICULUM AND DISTANCE LEARNING

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Google Apps/Gmail Acceptable Use Agreement

☐ After reading the terms of agreement below, please digitally sign and submit this form and keep a copy for your records. (oakmeadow.com/oak-meadow-google-apps-verification/)

The basic purpose for Google Apps is for education and research that support the educational goals and objectives of Oak Meadow School. This agreement states you will not use Google Apps for personal emails and social networking. You will respect others' privacy and security when using Google Apps, and you will be polite and respectful of other students and users. You are personally responsible for your Google Apps account.

Your Google Apps and Gmail account will be available for your use with Oak Meadow teachers and students within 10 days after signing this agreement. You will receive your account information via the current email address on file at Oak Meadow. Your account will be deactivated 30 days after your end date.

By typing your name into the signature box to digitally sign this Acceptable Use Agreement, you affirm the following:

- A. I understand that the use of Google Apps is a privilege, not a right, and that the system administrator(s) may close my account at any time deemed necessary. Inappropriate use may result in a suspension of privileges and/or other disciplinary measures.
- B. I will accept personal responsibility for reporting any misuse of the Google Apps to school staff.
- C. I will not use Google Apps to post any web pages for commercial activities, product advertisement, or political advocacy.
- D. I will not use Google Apps to transmit or post any harassing, obscene, discriminatory or offensive material. All material posted will be in keeping with school assignments.
- E. I understand that school administration has the right to monitor all postings and that email sent through this account may be scanned for content violating the terms of this agreement and that suspect email may be reviewed by school administration.
- F. I understand that email sent via Google Apps must be school related and must abide by the guidelines outlined here. I will immediately report any threatening, obscene, or harassing email to school staff.
- G. I understand that I will not share my Google Apps password with others and am responsible for all email and postings sent through my account.
- H. I will not harm or destroy data of another user or student.

Further, an account will be revoked for over utilization, which includes:

- Excessive use of bandwidth
- Overloading the system (spamming)
- Hacking or sending viruses
- Violation of privacy
- Piracy (pirated mp3s or software)
- Sending inappropriate material (pornography, obscenities, slurs, etc.)

LIMITATION OF LIABILITY

The school makes no guarantee that the functions or the services provided by or through the school's electronic system will be error free or without defect. The school will not be responsible for loss of data or service. The school will not be responsible for financial obligations incurred by unauthorized student use of the system.

PARENT/GUARDIAN PERMISSION

As the parent/guardian of this student, I have read the Acceptable Use Agreement. I understand that access is designed for educational purposes only. I will not hold teachers, staff, or administrators responsible for controversial materials acquired by my child through the system. I acknowledge that if my child engages in unacceptable use of Oak Meadow's Google Platform, the school may take disciplinary action that could result in expulsion from the program.