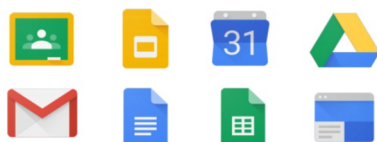




G Suite for Education



Dear Parents and Carers,

In order to meet the requirements of the Digital Technologies Curriculum and the International Baccalaureate Primary Years Programme, Murrumbeena Primary School will begin using Google Apps for Education within grades 5/6, during Semester 1, 2019. Now called G-Suite, the version we are implementing is provided and supported by the Department of Education and has been designed to meet the Department's requirements.

The version of G-Suite we will be utilizing will be available to all students and teachers within the Department of Education and it is seen as a key tool for students and teachers.

Overall, the use of G-Suite, its Apps and tools will allow us to enhance the students' 21st Century skills and knowledge by exposing them to a wider range of on-line and collaborative situations.

Some of the main concerns that most parents have is security and sharing of personal information, cybersafety and the "openness" of the apps between students.

- **Security and sharing of personal information:**

The Department of Education has reviewed and set-up its version of G-Suite to ensure there is very limited risk to the students and their information. They have, as an example, restricted the sharing of documents to users who have an Education Department account.

Department guidelines ensure that we do not use or share any personal information used when creating a student account and this creation is done by the school. No other information is used or required.

- **Cybersafety**

Part of the teaching process will be demonstrating potential risks and issues student could encounter when using the wider internet.

In addition, all use of these apps at school will be constantly monitored and recorded using our Impero tracking system.

- **"Openness" of the apps between students**

Use of the Apps will be monitored by the school however, we expect, as per normal processes, that any inappropriate use will be reported and addressed. In addition, students will be taught how to share / unshared documents and other things as part of the learning process.

The attached Department of Education Google Apps consent form provides links to more detail about all of the above. The consent form needs to be signed and returned so that your child can be given access to Google Apps and a school-based email account.

Should you have any additional questions please e-mail me at vesikko.hannah.c@edumail.vic.gov.au. Otherwise, I would appreciate if you could complete the attached form and return it to your class teacher as quickly as possible.

Regards

Hannah Vesikko

ICT Coordinator and Leading Teacher

Murrumbeena Primary School