

Dear Parent / Guardian

As a part of digital technology and collaborative learning, classes at Millicent High School will make the transition into using the Google Suite for Education, including Google Drive and Google Classroom. This secure online environment can be accessed by any students anywhere and at any time, making the transition into out of school learning more user friendly. The Google Suite for Education does not require a specific device, only internet access to be used. The aim of the Google Suite is to allow students to connect with their learning locally, and with schools around the area in a safe and school monitored environment. Currently, some classes have been trialing the Google Suite for Education offline in preparation for our whole school launch.

What is it?

The Google Education Suite is a web based environment that allows students and teachers to collaborate, present and research effectively. The Google Suite includes the following programs:

Google Drive – A word processing and creation tool that gives students the power to create documents, presentations and spread sheets in collaboration with peers.

Google Classroom & Google Blogger – A digital platform for teachers to set assignments, give feedback and support in learning.

Third Party Extensions – This are applications that support learning through the Cloud but are not owned by Google. They will be tested and monitored by the school proxy servers for security purposes before use.

Data ownership, management and security

Millicent High School continues to maintain ownership over all data. You may be familiar with Google Cloud based products already, however the Google Education Suite is a commercial product designed specifically for schooling and education purposes. The key message behind this, is that Google does not sell or relay student information through the use of this program. The Google Education Suite offers schools a number of security features and ways for monitoring student accounts and activities.

When the school uses the Google Education Suite, including Gmail and some third party extensions, limited aspects of personal information (usually restricted to the name and email address) of students may be transferred, stored and processed by Google in the United States or other countries in which Google holds information securely. This personal information will be stored and processed by Google in accordance with the Google Education Suite security and privacy terms and conditions which meet both the Millicent High School and Department of Education standard. Students under 13 years of age will not have access to Gmail under Department of Education Recommendation.

Third Party Extensions

Various third party applications are planned to be used in the classroom as part of the Google Education Suite learning environment. Google Applications for Education do not share or reveal private user content. Information shared when accessing third party extensions is limited to the school email address of the student for the purpose of saving the work they create.

Google Education Suite not Ad-supported

Advertising is turned off in the Google Education Suite and corresponding third party extensions. This means your child's content is not scanned or processed by Google advertising systems and will not be subject to SPAM or targeted by advertisers.

Personal Information

Aspects of information shared by your child will be used with Google to create a Google account. Before this account can be created for your child, we are obliged under the Commonwealth Privacy Act 1988 to advise you of the reasons for collecting the information, what will be done with it and who may have access.

To provide your child with Google applications and access to the Google Education Suite for the purpose of education, we will need to prove the following personal information to Google.

- Full name
- Student Identification Number
- School

If you require further information or clarification, please contact Millicent High School or visit:

<http://www.google.com/enterprise/apps/education/>

We look forward to this exciting advancement in learning for Millicent High School and the new pathways that Google Education will provide for our students.

Yours Sincerely



Graham Bell
Deputy Principal



John Shelton
Principal