Google Apps for Education at Royal Oak Schools

In the summer of 2013, Royal Oak Schools partnered with Oakland Schools Technology Field Services and introduced Google Apps for Education. During the 2013-2014 school year, educators and students kindergarten through twelfth grade received access to Google Apps for Education accounts. The introduction of Google Apps for Education accounts ties in with our strategic plan and goal to offer high quality opportunities for learning that will best equip our students with the skills they need to be successful in an increasingly digital world.

What is Google Apps for Education?

Google Apps for Education (or GAFE) is a collection of applications designed for schools. From calendars, email, websites, Docs and Forms, all the apps synchronize and flow seamlessly together to provide integration and collaboration for users within the district. Google Apps for Education are accessible through any web browser making files and work accessible 24/7 whether at home, school or on a mobile device. Students no longer need to carry a USB memory stick, e-mail items back and forth to themselves or worry which computer work is saved on because they have the ability to save files to their Google Drive and access them wherever and whenever needed on any device.

GAFE Tools Include:

- **Google Drive:** cloud based file storage and organization
- **Google Docs:** a word processing application that allows multi-user access and editing
- **Google Slides:** a presentation application that allows multi-user access and editing
- **Google Sheets:** a spreadsheet application that allows multi-user access and editing
- **Google Calendar:** a customizable calendar and to-do list
- **Google Classroom:** a learning platform that allows for creating, distributing and grading assignments in a paperless way
- **Gmail** (grades 3-12 only): full-functioning e-mail program. Grades 3-8 can send and receive e-mail only within Royal Oak Schools. Grades 9-12 have global access.

What will my child be using Google Apps for Education for?

Kindergarten through fifth grade students will have access to Google Drive, Google Docs, Google Slides, Google Sheets and Google Calendar. Sixth through eighth grade students will have access to all of the Google Apps plus have the ability to both send and receive e-mail internally to e-mail addresses that belong to the Royal Oak Schools domain (royaloakschools.org). Ninth through twelfth grade students will have access to all the Google Apps plus the ability to send and receive e-mail with their Royal Oak Schools Google account globally. Students will utilize the GAFE suite to do many things that benefit their growth and learning including:

- communicate and collaborate with teachers and peers both synchronously and asynchronously
- submit assignments to teachers
- create work or complete assignments
- become responsible digital citizens
- access school related learning materials any time and any where
Can I see what my child is doing in Google Apps?

There is no separate parent view for Google Apps currently available. However, you are encouraged to explore Google Apps with your child at home by logging in together. Your child can log in to their account at home and show you what they are currently working on in class.

What governmental laws are Royal Oak Schools and Google Apps for Education required to follow in regards to protecting students online?

The Child Internet Protection Act (CIPA) requires that schools have technology measures and policies in place that protect students from harmful materials including those that are obscene. The student internet access is filtered and harmful content is blocked.

The Children’s Online Privacy Protection Act (COPPA) applies to commercial companies and limits their ability to collect personal information from children under 13. Google advertising is turned off for GAFE accounts. No personal student information is collected for commercial purposes.

The Family Education Rights and Privacy Act (FERPA) protects the privacy of students’ educational and personal records. Parents have the right to investigate the content of their child’s GAFE account at any time.

Please look for further announcements regarding parent/guardian/family offerings that will discuss how to best support your student as a responsible digital citizen and in utilizing Google Apps for Education. Also, please refer to our Acceptable Use Plan for technology for more details regarding appropriate use of district technology.

If you have any questions as we continue to utilize our Google Apps for Education student accounts, please contact us.

Thank you,

Sarah Olson
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*Royal Oak Schools in partnership with Oakland Schools Field Services South Technology Integration*