

Dear Parents,

We are providing students with a sandboxed account on our Google Workspace Site for the coming school year. The account will be accessible for login at home or in school but email to or out of the account to the outside world will not work.

This account will allow your student to become familiar with Google Tools and to access on-line learning materials in a protected environment. It will also allow teachers and students to exchange student work more efficiently. Records are kept when students post their assignments; all turned-in work will be date/time stamped.

Please note that all the restrictions and regulations contained in the Diocesan Internet Acceptable Use Agreements for [K-3<sup>rd</sup> Grades](#) and [4<sup>th</sup>-8<sup>th</sup> Grades](#) hold true for these accounts, and documents stored on the accounts are visible to the administration and Technical Coordinator.

Please indicate your permission by electronically signing the form below and return emailing the signed document to the school office. Even if your child had an account last year, please sign to convey your agreement for their continued use of the account. A separate form must be submitted for each student. As soon as your child joins the Google classroom, you will be invited to be a guardian on the account so you can receive reports on your child's activities.

Warmly,  
Mrs. Theresa Steger

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### Google Workspace Account Permission Slip

I agree to allow my child \_\_\_\_\_ in Grade \_\_\_\_\_ to have a Google Workspace Account at Holy Trinity Catholic School for the coming school year.

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I promise to use my account for educational purposes and follow the guidelines contained in the Diocesan Internet Acceptable Use Agreement and those of my instructors.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_