Student Email Permission Letter (5-12)
Summit Public School District

Summit Public Schools has created email accounts for all students grades 5-12 to allow for collaborative sharing using Google Apps for Education, a collaborative online productivity suite that includes, but is not limited to, word-processing, spreadsheet, and slideshow tools.   These accounts will be used at school for school related projects and should only be used for school-related communications. We are assigning an email account to your child with the following email naming format: *studentid#@summit.k12.nj.us*.

As a parent you have the right to request access to view your child's account. Should you ever need to do so, please send an email to **problem@summit.k12.nj.us.** Please include your child's full name, grade, and a phone number at which we may contact you to verify your identity.

Students will be trained at school regarding digital citizenship and online safety. Your student's email account will allow them to communicate with other students to collaborate on projects and will allow a line of communication between students and teachers that otherwise would not be available. While our intent is to make electronic mail available to further educational objectives, parents/guardians should be warned that it is not possible for the district to monitor every student's electronic mail conversation. Therefore, it is important for students to accept responsibility for their behavior and for you to check in with them on their use of the account as much as possible. We believe that the benefits to students from access to electronic mail outweigh the disadvantages.

The District maintains the right to immediately withdraw the access and use of student email when there is reason to believe that violations of local, state, or federal law or District policies have occurred.