

Student Confidentiality Notice (Online Instruction)

Confidentiality Notice for Google Classroom, Google Meet, and Other Online Platforms
used by Newport Grammar School

Dear Parent or Guardian,

In order to best meet the needs of our students, our teachers are using various resources and platforms to offer instruction and support. As it may become necessary to transition to virtual instruction, our teachers will be using Google Classroom as a way to facilitate the creation of classes, post assignments, and organize information for students. Please note that through this program, all students participating will be able to see each other's names and district-issued student email address. If you are not comfortable with your child being added to a Google Classroom, please reach out to your child's teacher(s) to review other options of program delivery.

Some of our teachers and other staff members may utilize a live video feed such as Google Meet to interact with our students and provide direct instruction. This could occur with individual students, in small groups, or with whole classrooms. By joining a virtual group, you agree to participate and acknowledge that your child(ren) will be accessible to other student participants. With live video feeds, we are also unable to control who else may be in the room when a student is receiving these services remotely. If at any time, you are not comfortable with having your child participate in a Google Meet, please reach out to your child's teacher to review other options of program delivery.

The Newport City Board of Education expects that all families review and implement the following guidelines and expectations to ensure that the confidentiality rights of all students are protected when the live videos are used.

1. Parent or Guardian shall make every effort to ensure that no one other than the student scheduled to participate can see or hear the live virtual session.
2. No recordings will be made by the parent, guardian, or student of virtual live sessions.
3. If parental or other third-party involvement in a virtual live session is necessary to enable a student to participate, the individual assisting the student shall not re-disclose any personally identifiable information about any student participating.
4. When participating in a group intervention, please be mindful of the educational environment and eliminate distractions that may divert the students' attention away from learning.

Thank you for your support. Please contact your child's school with specific questions.