



Dear Principals and Teachers,

When you add online tools during the course of the year to the list published to parents, you must notify parents through standard school communications. Here is the language that we ask you to include in your communications:

We have recently updated the list of online tools that one or more of your student's teachers may use as an online learning tool at [Enter School name here]. You can view the list here. [Enter the web address for your school's technology usage website]

The new online tool(s) that we have added is/are:

Please take a moment to look at the website above to view the online tools we will be using. Please visit any of the websites to see what personal information the site collects. Your permission for use of your student's data in online tools can be revoked any time. If we do not hear from you in one week's time, we will continue with your permission for us to upload your student's information into the new application(s) so that we can make the most of its functions. If you have not previously given permission for us to share your student's information with online tools, your student's information will not be shared with the new online tool(s). If you wish to modify those permissions, please contact [Enter school contact person] to sign the consent form.