

Bloomfield Schools

Google Apps for Education (GAFE) Student Terms of Use Guidelines

Bloomfield Schools has created Google Apps for Education (GAFE) accounts for all 4th thru 12th grade students, with Parent and/or Guardian permission, allowing for collaborative sharing and creating using free online educational tools. These accounts will be used for school-related communication and projects only. All student email accounts within their GAFE account will be restricted to the Bloomfield Schools domain ONLY, so students will not be able to correspond with anyone outside of the domain (bsin.k12.nm.us).

Bloomfield Schools supports the use of GAFE student accounts to enhance the teaching and learning process. All student GAFE accounts are maintained and managed by staff at Bloomfield Schools, and gives each student access to Google Docs (word processor, spreadsheet, and presentation software). This also allows students to save documents and files related to their school work.

This GAFE account, including the student email account, will be considered the student's official Bloomfield Schools email address until such time when the student is no longer enrolled in Bloomfield Schools.

Students must follow the **District Technology Usage Guidelines and User Agreement (Bloomfield Schools Board of Education Policy I-6431)**. Access to and use of student accounts is a privilege and Bloomfield Schools maintains the right to withdraw access and use of the account when there is reason to believe that violations of the law or district policies have occurred.

Please follow these simple steps when using your student GAFE account:

Be respectful. When using Google programs, personal or derogatory statements aimed at specific individuals, employees or students are not permitted. Do not type or save statements that are inflammatory or rude.

Be polite. Avoid language that is abusive or inappropriate, including remarks that are racist, sexist, sexually explicit or obscene. Profanity is not allowed when using Google programs.

Be relevant. Keep the work you do and the documents you store related to your school work.

Bloomfield Schools does not guarantee the security of electronic files located on or within the Google system. There is no expectation of privacy within your student GAFE account. For student safety, Bloomfield Schools may have to examine activities, files, and email to gather information when researching issues or concerns, as well as when investigating any alleged violations of Board of Education policy.