Google for Education

Guardian Intro to
G Suite for Education

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Owners:
Contributors:
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Overview

Google's mission is to organise the world's information and make it universally accessible and useful. People, businesses and organisations across the world are using Google tools — like Search, Maps, Gmail and YouTube — to help achieve things big and small. And this includes learning.

Google has a collection of tools built just for schools called G Suite for Education which includes many of the products that you are familiar with, including Gmail, Calendar, Docs, Forms, Slides, Meet, and more. Additional Google services that are not part of G Suite for Education, such as YouTube, Blogger and Search, are also available for use in school and can be enabled if chosen by school administrators.

We are committed to strong privacy and security measures, and we know that we earn your trust by protecting teacher and student privacy and providing the best security measures. This handout explains more about G Suite for Education's services and explains our privacy and security responsibilities.

You're in good company

"By allowing students to submit their work with Classroom, I can keep track of my sections, view grades easily, and mark assignments during any free time I have, without having to carry stacks of paper around. Classroom has made this process so easy and convenient."

- Laura Barton, Science Teacher, Fontbonne Hall Academy

"The adoption of Chromebooks and G Suite has opened the world to a whole new way of learning, one that is collaborative, creative and always accessible. It has challenged the students and teachers to think differently about how they approach the classroom, and created a buzz of excitement in the school. It could not have gone better for us,"

- Mr. Macaulay, LEO Academy Trust

"We used to spend tens of thousands of euros each year on aspects such as network management, spam filtering, online backups, and firewall management. Now we can spend money on technology in the classroom.'

- Ivo Maliepaard, ICT Policy Officer, SOPOGO Foundation, Netherlands

How some of Our Tools Are Used In Schools:

Google Docs, **Sheets** and **Slides** enable students to collaborate with their peers and teachers in real-time, allowing them to share their work, get feedback, and make edits instantaneously.

They can be kept private, shared with others (such as a parent, or the entire class), or even made public. Best of all, they can be accessed from any computer or tablet, anywhere, anytime.

Teachers can save time and engage their students by using **Google Classroom** to send assignments and resources digitally. Classroom allows teachers to ensure their students are submitting their work on time. Students using Classroom can easily see when their assignments are due, and they receive clear notifications when their work is late, helping them stay on track and organized.

Google Sites allows teachers and students to create their own websites without needing to code. For example, students often use Sites to create personalised e-portfolios of their work, so that teachers and parents can easily track their development. Teachers can also use Google Sites to create quick and easy webpages for their class, sport, or club.

The tools in Google's **Admin Console** allow administrators to personalise the G Suite for Education experience for their schools, teachers, and students. For example, an administrator may block Gmail for younger pupils, but may allow older students to email others within the same school. Administrators may also choose to block certain webpages, ensuring their students stay safe and productive.

Learn more at edu.google.com/gsuite.

Guardian Introduction

Why does Google give G Suite for Education away for free?

Google is committed to directing our resources—our products, programs, philanthropy and people—toward making education accessible for everyone. G Suite for Education is one very practical and powerful way for us to do that. We believe technology can be a powerful tool in helping teachers and students to learn and innovate together.

We also want to ensure the next generation of workers are more collaborative, efficient and productive, and are equipped to solve complex problems with the help of our tools. Today's students will enter the new digital-first workforce before we know it, so we want them to learn a new way of working, and bring it with them.

What are the key benefits of G Suite for Education in the classroom?

Our tools are driven by teachers, educators, instructional coaches and education leaders telling us what they need, and we've identified three key areas where we can help:

- We help **educators be more productive** by streamlining time-consuming organisational tasks, such as collecting assignments.

- We provide tools that **adapt to the evolving needs of students and teachers** by making it easier to encourage collaboration, creativity, and critical thinking.

- We help schools **make the most of their budgets** by providing a full productivity suite at no cost to qualifying schools, including 24/7 support and best-in-class security.

Is this accessible for children with disabilities?

Yes. G Suite for Education has built-in accessibility features to support students with diverse needs and learning styles. For example, students can engage with the tools using their voice or a screen reader. The tools are also fully compatible with accessories like Braille devices and displays. Students can even enable closed captioning when presenting in Slides and Meet.

Do we need specific hardware?

No. Because G Suite for Education is cloud-based, all you need is a device that can run the latest version of one of the following web browsers: Chrome, Firefox, Internet Explorer 11, or Safari. You can try other browsers too, but you might not be able to use all of the features.

Should we be encouraging our kids to spend more time online?

The answer to this is unique to every family. We believe that digital wellbeing means finding the right balance for your child, and teaching them to be intentional and in control of how much time they spend online.

It's important that children know about online safety

How to safeguard their valuable information, recognise scams and phishing attempts, and keep private information private. Our [Be Internet Awesome Family Guide](#) gives families tools and resources to learn about online safety and citizenship at home. And the [Digital Wellbeing Family Guide](#) helps you start a conversation about tough tech questions and navigate the digital world as a family.

Want to know more? Here are some questions to ask your child about G Suite for Education:

- Do you use Classroom, and how are you using it?

- What are some of your recent group projects? How did you collaborate?

- How does Classroom help you manage your school work?

- How can you access your classwork at home? Where do you see your assignments?

- Have you worked on any group projects lately? What interesting tools are you using to collaborate with your group?

Serious About Security

Google is committed to building products that help protect student and teacher privacy and provide best-in-class security for your child.

This commitment helps educators and school leaders create a healthy and safe learning environment, where they can teach students about digital well-being and online safety, all while making learning productive, personalised, and collaborative.

Here are four ways G Suite for Education helps protect students and educators:

1. ## We keep data secure

   Google is committed to protecting teacher and student data. Schools own their own data; we just keep it safe on secure servers and platform services. This makes it easy for school administrators to monitor and manage data security.

2. ## We don't allow ads in G Suite for Education

   There are no ads in G Suite for Education. And we do not collect or use student data to create ad profiles for targeting. For primary and secondary schools, this applies even outside of the G Suite for Education tools: for example, your child will not see ads while searching on Google when signed in to their G Suite for Education account.

3. ## We comply with industry regulations and best practices

   Independent organisations have [verified](#) Google's services to ensure our data protection practices meet EU standards and [European industry regulations](#).

4. ## We provide school-managed Google accounts

   Even if a student already has a Google account, they'll create a completely separate account for G Suite for Education. This enables schools to use the appropriate online privacy & security settings, protecting student data in their school account from being stored, repurposed, or provisioned by third parties, especially when it comes to personal information.

Privacy & Security Information

Privacy

What Google services are included in G Suite for Education?

They are Gmail, Calendar, Classroom, Jamboard, Contacts, Drive, Docs, Forms, Groups, Sheets, Sites, Slides, Meet and Vault.

Are there ads in G Suite for Education?

No. There are no ads in G Suite for Education and we do not collect or use student data to create advertising profiles. For primary and secondary schools, this applies even outside of the G Suite for Education tools: for example, your child will not see ads while searching on Google when signed in to their G Suite for Education account.

How does G Suite for Education collect and use information?

Personal information collected when using G Suite for Education is used only to provide that service. For example, we need to use a student's email address to enable them to send an email.

Can students access other Google services with their G Suite for Education account?

Additional services (like YouTube, Maps, and Blogger) that are designed for consumer users can also be used with G Suite for Education accounts, but only if the school's domain administrator explicitly allows access for educational purposes. These services may show ads, however personal information (or any information associated with the account) from primary and secondary schools users will not be used to target ads.

Security

Which third parties have reviewed Google's security practices?

Independent auditors and third-party organisations have verified that our privacy practices and contractual commitments for G Suite for Education comply with data standards[1]. Ernst & Young verified that our privacy practices and contractual commitments for G Suite for Education comply with ISO/IEC 27018:2014.

How does Google keep data secure?

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[1] ISO/IEC 27018:2014 and SSAE 16 / ISAE 3402 Type II SOC 2

Our systems are among the industry's most secure, and we vigorously resist any unlawful attempt to access our customers' data. In fact, your school's data gets the same industry-leading, multi-layer safeguards that Google uses for our own operations.

Our data centers are built with custom-designed servers, running our own operating system for security and performance, and Google's security engineers, including some of the world's foremost experts, work around the clock to spot threats early and respond quickly.

Does Google encrypt my data?

Yes. G Suite data is encrypted when it's on a disk, stored on backup media, moving over the Internet or travelling between data centres. Encryption is an important piece of the G Suite security strategy, helping to protect your emails, chats, Google Drive files and other data.

Our Commitment and Compliance

What is G Suite for Education's commitment to the GDPR?

Google is committed to compliance under EU law such as ensuring compliance across G Suite for Education. We are also committed to helping our customers with their GDPR compliance journey by providing robust privacy and security protections built into our services and contracts over the years.

How do we know you are keeping your word?

It's your data, and we want you to know what happens with it so that you can always make informed choices. We make contractual commitments in our G Suite for Education agreement and commit to comply with privacy and security standards.

What choices do I have as a parent or guardian?

The parents of G Suite for Education users in primary and secondary schools can access their child's personal information or request that it be deleted through the school administrator. If a parent wishes to stop any further collection or use of the child's information, the parent can request that the administrator use the service controls available to them to limit the child's access to features or services, or delete the child's account entirely.

You and your child can also visit https://myaccount.google.com while signed in to their G Suite for Education account to view and manage the personal information and settings of the account.