

Google Apps for Education Student Privacy Information

Information Technology Directorate

Introduction

Google Apps for Education provides students with access to twenty-first century learning tools to support their education. This flyer provides information on the data collected during a student's use of Google Apps and Google's commitment to managing that data.

What data is collected?

Use of Google Apps will mean that student personal information and data will be collected by Google for the purposes of providing the Google Apps services to students. This personal information will include the student's DEC username and school email address and all personal information that is contained in a Google Apps service; such as information or data contained in a student's calendar or email (including text, images, photographs, sound and multimedia).

How is the data used?

Google stores and processes personal information solely for the purposes of providing the Google Apps service. Google scans Gmail to keep its customers secure and to improve their product experience. In Gmail for Google Apps, this includes virus and spam protection, spell check, relevant search results and features like Priority Inbox and auto-detection of calendar events. Scanning to provide product features is done on all incoming emails and is 100% automated.

Google Apps services do not collect or use student personal information and data for advertising purposes or to create advertising profiles.

As part of providing its services, Google may also collect device information, log and location information as detailed in Google's Privacy Policy.

Google will only disclose this data at the direction of the NSW Department of Education and Communities or if compelled to do so by law.

Is the data secure?

Google is committed to protecting the privacy and security of all of their users, including students. Google has strong security systems in place to keep personal information secure, including an encrypted HTTPS connection.

Google's physical data centre access is restricted to authorised personnel and multiple layers of physical security are implemented. Google personnel are only able to access user data in extremely limited circumstances and subject to rigorous approval and oversight.

When is the data deleted?

Unless required by law, Google will delete Customer-Deleted Data from its systems within 180 days of the Department deleting a student's account.

Where is the data?

Google holds user data in its data centres that are located around the world.

Google Privacy Information

Further information on how Google handles and uses personal information may be accessed at:

- http://www.google.com/apps/intl/en/terms/education_terms.html
- https://www.google.com/intx/en/enterprise/apps/terms/dpa_terms.html
- <http://www.google.com/policies/privacy/>
- <http://www.google.com/about/datacenters/>

Complaints regarding Google's management of this service should be directed to Google or the Office of the Australian Information Commissioner.

NSW Privacy Information

- <http://www.dec.nsw.gov.au/about-us/plans-reports-and-statistics/privacy>
- <http://www.ipc.nsw.gov.au/>

Complaints regarding the DEC's management of this service can be made through the Department's complaint handling process.

- <http://www.dec.nsw.gov.au/about-us/how-we-operate/how-we-handle-complaints>