## CAN I SAFELY USE THIS APP?

THESE GUIDELINES WILL HELP DETERMINE IF YOU NEED TO VET AN APP OR SITE'S PRIVACY POLICY AND/OR ACCESSIBILITY GUIDELINES PRIOR TO USE.

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IT'S ALL ABOUT PROTECTING **PII** (PERSONALLY IDENTIFIABLE INFO) AND ENSURING ACCESSIBILITY FOR EVERYONE!

#### STUDENT DATA PRIVACY & SECURITY

#### **NO PII IS COLLECTED**

If the app or site collects no student information, then the only concern is the instructional value.

# **GO!**

**SLOW** 

**STOP** 

#### ALREADY APPROVED

*If the app is provided by the school, district, or state, someone has already vetted and approved the privacy policy.* 

Check the District website, Technology Services for Approved Apps!

#### ADA & DIGITAL ACCESSIBILITY NOT SHARED EXTERNALLY

If the app or site is not being shared outside the classroom, externally with parents, guardians and/or the community.

#### ALREADY APPROVED

If the app is provided by the school, district, or state, someone has already vetted and approved the ADA Ccompliance.

#### PII IS COLLECTED

If an app meets your instructional purpose, but requires student logins and/or saves student info, the terms of service and privacy policy must be vetted.

#### CHECK VETTED APPS

Check the District website, Technology Services for Approved Apps! The app you intend to use may have already been vetted.

#### IS SHARED EXTERNALLY

If an app or site meets your instructional and/or communication needs, and will be shared externally with families and/or the community the accessibility guidelines must be vetted.

#### **CHECK VETTED APPS & SITES**

Check the District website, Technology Services for ADA Compliant Apps and Sites! The app you intend to use may have already been vetted.

#### **BIOMETRIC DATA**

If an app uses scans of eyes, face, hands or fingers to operate, documented parent consent must be obtained prior to use.

#### PRIVACY RED FLAGS

If the app's privacy policy or terms of service includes practices counter to safe student data practices, it is not an app that should be used with students.

### Common sense

Common Sense Media has some tips on how to protect student privacy. If you don't see an app on the approved list, please send the company our Student Data Privacy Agreement.

#### ACCESSIBILITY RED FLAGS

If an app or site's accessibility guidelines includes practices counter to Web Content Accessibility Guidelines (WCAG) 2.1, it is not an app or site that should be used to communicate with families.

If an app or site is used externally with families, accessibility guidelines has been reviewed, and is not ADA compliant, it can NOT be used begining in the 2019-2020 school year.





When designing for accessibility, use **WCAG 2.1** to make web content more accessible. If you don't see an app or site on the approved list, please speak with your principal to check if the tool is ADA compliant.