

## Ensuring Student & Staff Privacy when Considering Software/Apps...



### Checklist:

- Do students or teachers need to add any PII information?
- How does the software vendor **PROTECT** student/teacher data? Are they protecting their data or **sharing** their information?
- At the expiration of the agreement, how do they **DISPOSE** of student/teacher information?
- Where is the student/teacher stored – **LOCATION?** What security protections are they taking to ensure data is protected?
- What is the **PURPOSE** for data collection?

**Note:** Software requests should go to your supervising AP.  
All **approved** software must be put in **Parent's Bill of Rights**