#  Image of copyright regulations for the PowerPoint presentation. This image and items within the PowerPoint can be reused for educational purposes only and should not be shared for a profit. Open Education Resources Student Data Privacy Checklist

| *Please Check* | *Considerations* |
| --- | --- |
| YES | NO | Privacy Policy |
|  |  | 1. Is there a Privacy Policy on the website? (*If no, do not use*)
 |
|  |  | 1. Is the company owned by an entity in another country? (*If yes, do not use*)
 |
|  |  | 1. Is the user notified of privacy policy changes through email or when accessing the website? (*If user is not notified of changes directly, use with caution*)
 |
|  |  | 1. Does the privacy policy remain in effect if the service is sold to another entity? (*If no, use with caution*)
 |
|  |  | 1. Has the Privacy Policy been updated in a reasonable amount of time?
 |
|  |  | 1. Does policy clearly indicate the websites, services, or mobile apps that are covered by the policy?
 |
|  |  | 1. Is there contact information for questions about the policy?
 |
| YES | NO | Data Collection |
|  |  | 1. Does the policy clearly indicate whether or not the provider collects certain types of data? *If no, do not use product.*
 |
|  |  | 1. What data does the provider collect?
 |
|  |  | 1. Name (Prefer First Name or First name and Last Initial Only)
 |
|  |  | 1. Date of Birth (Required for COPPA)
 |
|  |  | 1. Teacher’s Name
 |
|  |  | 1. Grade
 |
|  |  | 1. School
 |
|  |  | 1. Demographics (Gender, race, ethnicity, etc.)
 |
|  |  | 1. Geolocation Data
 |
|  |  | 1. What data is collected by third parties for usage tracking?
 |
|  |  | 1. Cookies
 |
|  |  | 1. Plug Ins
 |
|  |  | 1. Ad Networks
 |
|  |  | 1. Web Beacons
 |
| YES | NO | Data Storage and Access |
|  |  | 1. Does the login page have https: in the web address? (*If no, do not use)*
 |
|  |  | 1. Is the information collected stored in a secure location? Where?
 |
|  |  | 1. Is the collected data protected? How?
 |
|  |  | 1. Will any data be stored outside the U.S.? (*If yes, do not use*)
 |
|  |  | 1. Is the information collected accessed by those other than the school district or the provider? Who? Why?
 |
|  |  | 1. Can data be deleted by the district/user from the product at any time?
 |
|  |  | 1. Will the user be notified if there is a data breach? How?
 |
| YES | NO | Marketing/Research |
|  |  | 1. Are there ads on the site?
 |
|  |  | 1. Is student data used or sold for marketing purposes? (*If yes, do not use*)
 |
|  |  | 1. Is the service linked to social media sites?
 |
|  |  | 1. Are there links on the website? For what purpose?
 |
|  |  | 1. Is student data used for research purposes?
 |
|  |  | 1. If student data is used for research purposes, is it de-identified?
 |
| YES | NO | Devices and Networks |
|  |  | 1. Is the service available across multiple platforms (iPads, Chromebooks, Laptops, Desktops, cell phones)?
 |
|  |  | 1. Does the service work with current configuration of the district’s firewall?
 |
| YES | NO | Intended Purpose |
|  |  | 1. Who is the intended audience for the service/site?
 |
|  |  | 1. Is it intended for use by children under the age of 13? If yes, who is responsible for obtaining parental permission?
 |
|  |  | 1. Does the site require parental permission for all users under 18 years of age?
 |
|  |  | 1. Can a user opt out of disclosure of their data to a third party?
 |

## NOTES

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |