

What is FreshGrade?



FreshGrade is a free web and mobile based app that improves communication and collaboration between parents, teachers, and students through digital portfolios. It provides teachers with a secure online space to collect data (observations, anecdotal notes, videos, or pictures) of your child's progress in various subject areas.

We use FreshGrade because it:

- allows teachers to track progress and monitor student learning in real time
- provides parents with consistent, real time communication about their child's progress
- provides parents opportunities to comment on, interact with, and support their child's learning

How does FreshGrade work?

1. Teachers create an online portfolio for each student, including their name and photo.
2. Teachers input data into individual portfolios to document evidence of learning.
3. Teachers invite parents to create a username and password, allowing them to access **only** their child's portfolio. **It is not searchable and it is not public.**
4. Individual student portfolios may be viewed by the classroom teacher, parent, and student; they cannot be viewed by other students, teachers, or parents.

Protecting Your Privacy

FreshGrade Education Inc. is a company based in Kelowna, BC. All information and data gathered on FreshGrade will be stored on their server, also located in Kelowna. School District 57 adheres to the Freedom of Information and Privacy Protection Act (FIPPA) of British Columbia. FreshGrade Education Inc. is compliant with FIPPA.

Teachers of British Columbia are subject to FIPPA. We must ensure that the privacy of all students under our care is protected. As such, personal and identifiable information of a student, including student work, cannot be used without written consent of the student's parent or guardian.

FreshGrade **does not require** the use of "third party services". However, if a teacher wants to access services such as DropBox, YouTube, and other social media websites through FreshGrade - in order to share certain content selected and approved by you - **a separate consent form will be sent.**

In order for your child's teacher to create a FreshGrade portfolio for your child, you will be asked to sign a consent form. All student portfolios will be deleted at the end of the school year (July 1, 2021). You may request your child's account to be terminated at any time.

Why is a consent form necessary?

Various provinces in Canada have enacted laws to protect personal privacy. In BC, the **Personal Information Protection Act (PIPA)**, covers all independent schools; it is one of the most defined privacy protection frameworks in Canada. PIPA states that “private bodies” such as independent schools, have defined legal requirements for handling your personal information when it is within their “custody and control”. Private bodies must make sure that your **personal information** cannot be stored or accessed outside of Canada without your expressed permission. **PIPA states that your consent must be in writing; the consent form must state to whom your personal information will be disclosed, and how your information will be used.** Also, if you post personal information about others, their permission must also be secured.

What is Personal Information?

Personal information is defined as any information, data, or content that could be used to identify you. For example, a student's personal information could be: name, date of birth, address, telephone number, email address, educational information, and anything that identifies an individual, including photographs.

What if I do not want to give my consent?

You have the right as a parent/guardian to withhold consent for your child to have a FreshGrade portfolio, and it will not affect your child's grade. **While no internet-based experience can ever be 100% risk free, please know that it is our duty to take every reasonable measure to manage expected risks.**



Lac des Bois

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“Un pour tous, tous pour un”

September 28, 2020

FreshGrade Consent Form

I, _____, parent or guardian of _____
have read and understand the attached information document regarding FreshGrade. My
initial and signature below identify my consent.

Initial the box that indicates your consent:

	I agree to the collection, use, and storage of my child’s personal information on Freshgrade. I am aware of, and understand the identifiable privacy risks as described in the attached information document.
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	I DO NOT AGREE to the collection, use, and storage of my child’s personal information on Freshgrade. I am aware of, and understand the identifiable privacy risks as described in the attached information document.
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The *Freedom of Information and Protection of Privacy Act* is in effect for all schools in School District No. 57 (Prince George). **This consent is valid for the duration of the 2020-2021 school year.** If you have questions or concerns, contact the school at 250-562-1164 or the district’s Freedom of Information and Protection of Privacy Coordinator at (561-6800 Local 324).

Parent Signature

Date

Teacher Signature

Date

Principal Signature

Date