



**ACCESSIBILITY:**

To request this file in large print, please email [aoda@wcdsb.ca](mailto:aoda@wcdsb.ca) or call (519) 578-3660.

**Note:**

- This form must be used whenever the Terms of Agreement/Service of a third-party online tool/application indicate that parent/guardian consent is required.
- Teachers will carefully review APS017 and Guidelines for Using Online Educational Tools – Third Party Apps prior to receiving consent from their principal to send this request for parental consent home.
- This form must be completed by the teacher if the following apply:
  - Required by vendor under Terms of Service
  - Required by WCDSB Privacy Officer or Pedagogical Review

**Apps / Digital Tools on this form must not be used until approved by a principal**

**PART A: To be Completed by Teacher**

Name of online tool/application requiring consent:

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Vendor URL: \_\_\_\_\_

Privacy Policy URL: \_\_\_\_\_

How this tool/application will be used in the classroom:

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Measures taken to depersonalize information and maintain privacy:

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Contact for further information:

\_\_\_\_\_  
Name of Teacher

\_\_\_\_\_  
School



**PART B: To be Completed by Parent/Guardian**

**PLEASE RETURN THIS FORM TO YOUR CHILD'S TEACHER - Your privacy is important to us.** Until this form is submitted, this online tool/application will not be used for your child.

\_\_\_\_\_  
Full Name of Student

\_\_\_\_\_  
Date of Birth

I, the parent/guardian of the above-named student, provide my consent for use of this online tool/application for classroom purposes as set out on this form. I understand that:

- WCDSB has not completed a comprehensive privacy assessment on this tool or
- The WCDSB privacy assessment has identified risks that require parent/guardian consent prior to use

\_\_\_\_\_  
Full Name of Parent/Guardian

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**Disclaimer**

Information on this form is collected pursuant to s. 28(2) of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and s.265(1)(d) of the Education Act. Information on this form will be used to administer the use of third-party apps in the classroom. Questions regarding the collection of this information on this form should be directed to the board Privacy Officer ([privacy@wcdsb.ca](mailto:privacy@wcdsb.ca), 519-578-3660, Ext. 2381) or the school principal.

**Completed by:** Part A: Teacher; Part B: Parent/Guardian

**Distribution:** Teacher → Parent/Guardian → Teacher

**Retention:** Classroom (Current School Year)