

Tips for Protecting Student Privacy

- Use limited personal information to set up student accounts for online tools. Many tools designed for educational use only require the teacher's identifying information, and some tools do not require registration at all. Choose tools that protect student privacy.
- When creating online content with tools such as wikis or blogs, be mindful of the level of detail. Never publish student e-mail addresses, student passwords, telephone numbers, or other identifying information online.
- Caution students about providing personal information about themselves or others in forms, surveys, polls, or e-mails. If they are unsure, they should ask a teacher, parent, or other trusted adult first.
- Posting first names online is now considered a low risk for students as long as they do not provide other identifying information. Using real names can be beneficial for identifying students who contribute successfully or harass other students. Consider allowing students to use their first name and last initial for class blogs and student group sites. Review your acceptable use policy (AUP) for any restrictions on posting names.
- Many AUPs do not allow posting of photos that show students' faces. If your school allows posting of student photos, do not name the students in the photograph; instead, identify what they are doing, demonstrating, and so on. You can also crop photos so they focus on the student work and not the student.