Carefully read the Terms of Service and Privacy Policy.

Does the resource have a published Terms of Service or Privacy Policy that protects student data?

Yes → Is the resource listed as supported on Codex?

Yes → Is the resource listed for the district or your school?

Yes → Prepare to use the program, including parent permission and other requirements.

No → Are there age or other restrictions that would prohibit use by the students with whom you plan to use the tool?

Yes → STOP Do NOT Use

No → Does the resource ask for student account creation or collect student PII?

Yes → May data be used for the purpose of advertising?

Yes → May additional data be gathered or data shared with 3rd parties without obtaining permission first?

Yes → Consult with your principal or designee, including:

- Age Restrictions
- Parent Permission
- PII Shared
- Advertising
- Other Factors

No → Consult with your principal or designee, including:

- Advertising
- Other Factors

No → Any other factors, like advertising, that should be considered for student use?

Yes → STOP Do NOT Use

No → Personally Identifiable Information (PII) includes any piece of data that either by itself or in combination with other data can be used to identify someone.

When in doubt do not risk your students’ privacy.

Helpful search terms when reviewing vendor Terms of Service and Privacy Policies:

13, 18, advertise, age, children, consent, contract, outside the US, market, parent, PII, public forum, school official, sell, share

Questions: helpdesk@svvsd.org

Submit the resource to be added to Codex: https://stvra.in/rssd

Principal approves student use of the resource?

Yes → GO for it!

No → STOP Do NOT Use

Start