



Instructure COPPA Direct Notice to Schools

Updated: September 1, 2022

Dear K-12 School,

As part of Instructure, Inc.'s ("Instructure") compliance with the Children's Online Privacy Protection Act ("COPPA"), we are required to provide this notice to each K-12 school ("School") that uses Instructure's products or services ("Services") about how Instructure collects, uses, and discloses personal information from your students who are under the age of 13 ("Child" or "Children"). Your School's consent, on behalf of the Children's parents and/or guardians, is required for Instructure's collection, use, and disclosure of this personal information, and Instructure will not collect, use, or disclose any personal information from Children without your School's consent. **By executing a services agreement with Instructure, the School provides consent, on behalf of its Child students' parents or guardians, to Instructure's collection, use, and disclosure of personal information from and about Children through Services.**

A summary of the information we collect from and about Children, and how that information is disclosed, is below. Your School will provide personal information about its students to Services and decide how that personal information will be used by implementing different Services features. The information we collect from Children and the School is used for educational purposes, namely, to provide services to students and the School through Services.

For a complete explanation of our information practices related to Children's personal information, please see our online [COPPA Privacy Policy](#).

Information We Collect About Children.

Information We Collect Directly. We may collect a Child's name and other personal information when a School provides it to us. If a School chooses to register a Child for an account, Services will generate a username and temporary password and provide them directly to the School which may then share them with the Child. After logging in, the Child can then create a permanent password for their account. Once an account is created, we collect information about Children's performance and activities on Services.

Information We Collect Automatically. We may automatically collect information about a Child's use of Services through our servers and in log files, such as the following: domain name; browser type and operating system; web pages viewed; links clicked; the length of time spent on Services; the length of time Services is used; the referring URL; language information; device name and model; operating system type, name, and version; and activities within Services.

We may also collect IP address, mobile device identifier, or a similar unique identifier from Child users of Services; we use such identifiers solely to support the internal operations of our Services, including to maintain or analyze their functioning; perform network communications; authenticate users or personalize content; and protect the security or integrity of users and Services.

How We Share Information.

We disclose the personal information we collect about Children in the following ways:

- **Parents, Teachers and Classmates.** We will disclose Children's personal information: (1) to each Child's individual teacher(s) and parent(s); and (2) as directed by the Child's School. Children may disclose personal information to their teachers or with one another through Services.
- **Third-Party Service Providers.** We may disclose a Child's personal information to third-party service providers who perform functions on our behalf and/or on behalf of a School in order to provide Services.
- **Business Transfers.** If we are acquired by or merged with another company, if all or a portion of our assets are transferred to another company, or as part of a bankruptcy proceeding, we may transfer the personal information we have collected about Children to the other company.
- **In Response to Legal Process.** We may disclose personal information that we have collected from Children in order to comply with applicable law, a judicial proceeding, court order, or other legal process.
- **To Protect Us and Others.** We may disclose personal information that we have collected from Children where we believe it is necessary to investigate, prevent, or take action regarding illegal activities, suspected fraud, situations involving potential threats to the safety of any person, violations of our Terms of Service or our policies, or as evidence in litigation in which Instructure is involved.

More About Consent.

Instructure does not collect any personal information from or about Children until the School provides its consent by executing a services agreement with Instructure. In the rare case that Instructure incidentally collects any personal information about Children prior to receiving this consent, it will delete such information if the School does not provide timely consent. After Services implementation, Parents can direct Instructure to stop collecting personal information from their Children; however, in such cases the Children will not be able to use Services. If Instructure receives direction from a parent or guardian to stop collecting and using their Child's personal information, we will notify the School of the request and disable the Child's access to Services.

You reach out to Instructure or your Customer Success Manager if you have any questions about Instructure's COPPA practices.

Sincerely,
Instructure, Inc.
privacy@instructure.com