

## **COPPA DIRECT NOTICE TO PARENTS/LEGAL GUARDIANS**

Dear Parent/Legal Guardian,

We, KISS INSTITUTE FOR PRACTICAL ROBOTICS, are the operator of:

- (a) BOTBALL® EDUCATIONAL ROBOTICS PROGRAM – This program engages middle and high school aged students in a team-oriented robotics competition.
- (b) JUNIOR BOTBALL CHALLENGE – This program was developed to teach STEM fundamentals and help students of all levels achieve subject mastery through engaging and exciting hands on robotics activities.
- (c) VIRTUAL BOTBALL ACADEMY – This program is a web-based tool (no software or download required) that works on all internet connected devices that provides a 3D robot simulator and coding environment along with the ability to manage the 3D environment and for teachers to manage students.

### **Notice and Parental Consent**

We understand that your child wishes to access and use the services provided under VIRTUAL BOTBALL ACADEMY and this will require your child to be registered as a user of VIRTUAL BOTBALL ACADEMY. In order for your child to use VIRTUAL BOTBALL ACADEMY, certain personal information of your child must be provided to us.

Under the Children's Online Privacy Protection Act ("COPPA"), we must provide parental notification and obtain parental consent before collecting personal information from children under the age of 13 years in the United States. For more information on COPPA, please visit <https://www.ftc.gov/tips-advice/business-center/privacy-and-security/children's-privacy>.

### **What information we collect**

We may directly collect the following personal information from your child when registering for an account: name, username, password, email address, and Social Network ID (if your child has signed up using a social network account e.g. Facebook or Google). If your child is using VIRTUAL BOTBALL ACADEMY for his/her school-based activities, your child's teacher will provide us with further information on your child's school name and classes, and optionally, the school's phone number and address.

Your child may also voluntarily provide personal information when uploading content which allows others to identify him/her (e.g. photos, audio recordings or text containing him/her name, status updates, comments etc), and when interacting and communicating with us.

In addition, we directly collect personal information about your child from content which is uploaded by other users (e.g. photos of your child, audio recordings or text containing your child's name, status updates, comments on content which refer to your child).

We receive and collect the following information on your child automatically when operating the services:

- (a) analytics information to help us measure traffic and usage trends like web pages you child visits, add-ons, and other information that assists us in improving the services;
- (b) information collected through cookies and similar technology, as described in our Privacy Policy <https://www.kipr.org/privacy-policy>. If cookies are blocked, some services and portions of our website may not function properly;
- (c) log file information such as your child's web request, Internet Protocol address, browser type, referring/exit pages and URLs, number of clicks and how your child interacts with links on the services, domain names, landing pages, pages viewed, and other such information. We may also collect similar information from emails sent to your child which then helps us track which emails are opened and which links are clicked by your child; and

- (d) device identifiers that uniquely identify your child's mobile device and let us know how your child browses and uses the services. Some features of the services may not function properly if use or availability of device identifiers are impaired or disabled.

### **How we use the information collected**

Generally, information we collect will be used for the following purposes: (a) register your child's account and to verify his/her identity, (b) to allow your child, and those whom he/she has given permissions to, to access content and information which your child has uploaded; (c) to identify your child with content which your child has uploaded; (d) to provide your child with feature updates, respond to requests, feedback or queries, and to otherwise communicate with your child; (e) to remember information so that your child does not have to re-enter it each time he/she uses the services; (f) to provide personalized content to your child; (g) to test, improve and monitor the services, including diagnosing and fixing technology problems; (h) to monitor metrics such as site traffic or demographic patterns, and conduct analysis and analytics; (i) to prevent or take action against activities that are, or may be in breach of our Terms of Use or Privacy Policy; and (j) to comply with applicable rules, laws, regulations, codes of practice or guidelines issued by any legal or regulatory bodies which are binding on us.

If your child is using any KIPR programs for his/her school-based activities, the personal information collected may also be used for the purposes of classroom and assignment management, e.g., notification of classroom activities, setting and tracking of assignments, facilitating discussions, etc. However, your child's personal information will not be used for advertising or marketing purposes. The users your child can interact with will be limited to users who are your child's teacher and schoolmates.

### **How we share the information collected**

We may share the information we collect with the following parties: (a) our related entities; (b) our third party service providers; and (c) our third party analytics providers. We require that all parties to whom we transfer information to, to implement adequate levels of protection in order to protect the information collected and for them to only process information strictly for the purposes which we engage them for.

We will also share the information collected if there is a change of ownership of our business, if we believe it is required or permitted by law, and if we determine it is necessary to enforce or protect our rights and others' interests.

Additionally, if your child has signed up using his/her social network account or used a link to go from the services to other websites, applications or platforms, your child will be sharing certain information with those other social networks, websites, applications or platforms. We are not responsible for and do not have control of those other social networks, websites, applications or platforms. You are advised to read the privacy policies of those third-party social networks, websites, applications or platforms before allowing your child to connect their account to them or share their content and personal information with them.

Please take a moment to carefully review our Terms of Use <https://www.kipr.org/terms-of-use> as well as our Privacy Policy <https://www.kipr.org/privacy-policy> which sets out the full particulars on the above matters.

After reviewing the above, if you wish to allow your child to use the services related to KIPR programs, you should complete, sign and return the Parent/Guardian Consent Form enclosed.

If you have questions, comments or concerns about this Notice, please contact us by email at [privacy@kipr.org](mailto:privacy@kipr.org)

Sincerely

KISS Institute for Practical Robotics

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## PARENT/GUARDIAN CONSENT FORM

In order to verify your consent for the collection, use and disclosure of your child's personal information, please follow these steps:

1. Complete all fields below and sign this Parent/Guardian Consent Form.
2. Scan and email the completed and signed Parent/Guardian Consent Form to us at [privacy@kipr.org](mailto:privacy@kipr.org)
3. Alternatively, if your child is using KISS Institute for Practical Robotics programs for his/her school-based activities, once we receive your signed Parent/Guardian Consent Form, your child will receive an email with instructions to complete the setup of his/her account from his/her teacher.

### Account Information (for child)

Program: \_\_\_\_\_  
Child's Full Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Email Used for Sign Up: \_\_\_\_\_

### Parent/Legal Guardian's Information

Full Name: \_\_\_\_\_  
Relationship to the Child: \_\_\_\_\_  
Email Address: \_\_\_\_\_

I certify that I have been provided access to, and have reviewed and fully understand the COPPA Direct Notice to Parents/Legal Guardians, Terms of Use <https://www.kipr.org/terms-of-use> and Privacy Policy <https://www.kipr.org/privacy-policy>.

By providing the information above and signing this request, I hereby provide my consent for:

- (a) my child to fully participate in the services from time to time; and
- (b) the collection, use and disclosure of my child's personal information as indicated in the Terms of Use and Privacy Policy.

I understand that I may, at any time by emailing [privacy@kipr.org](mailto:privacy@kipr.org):

- (i) request to review my child's personal information,
- (ii) request for my child's personal information to be modified or deleted; and
- (iii) request that you stop collecting or using my child's personal information.

I understand that I may consent to the collection and use of my child's personal information without consenting to the disclosure of that information to third parties except for those engaged by you to provide and manage the services.

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

Date Signed: \_\_\_\_\_