

Computer & iPad User Policies, Grades 3-5, St. Gerard Majella School 2020-21

St. Gerard Majella School will do our best to:

- provide you with a computer or other electronic devices, such as an iPad
- connect your device to the Internet
- make sure that you are safe on the Internet
- make sure that a photo of a student with his or her name is not shown online
- give you the opportunity to use technology to be creative and work with others
- give you the opportunity to talk with other students online for educational purposes

Your responsibilities:

- Always use only your own account and password.
- Never copy or use another person's password or files. Respect other people's work. When working in a group, never change or delete anything unless the group agrees.
- Never put personal information on the Internet, such as an address, password, or phone number.
- Never share movies or photos of students or teachers on the Internet unless you have special permission.
- Use the camera on the laptop, Chromebook, or iPad only with permission for school projects.
- Never use a cell phone to call, text, or take photos during school unless given teacher permission.
- Never change the settings or delete apps.
- Ask the teacher's permission before downloading anything from the Internet.
- Always give credit to sources of information and pictures. Never use the device to cheat.
- Remember that files made with school equipment cannot be removed, copied, or changed without special permission.
- Always be respectful and kind when commenting online.
- Tell the teacher if you find something online that makes you feel uncomfortable.
- Never use, or try to find websites that are rude or threatening.
- Be careful with school equipment and follow directions. Never damage it on purpose or by being careless. Tell the teacher right away if any equipment is damaged.
- Follow classroom expectations even in online environments, like Google Meet and Google Classroom.

I understand that there are consequences for breaking these rules. These may include losing the privilege to use computers, iPads, or the Internet at school, or even suspension from school.

I know and understand my responsibilities listed above.

Print Student-first & last name

Date

Print and sign Parent

Date

Signed copy will remain on file at St. Gerard Majella School.

Based on SGM School Board Acceptable Use Policy for Electronic Media and SGM School Board Internet and Electronic Communications Conduct Policy. For more information, see www.cybercrime.gov.

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Take Home Copy

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