



Elementary Technology Acceptable Use Agreement Form

The appropriate use of technology and digital resources helps students learn and become good digital citizens. Successful digital citizens live safely and mannerly in a digital world and use technology responsibly. They understand that current actions on the Internet may have a long term impact on their lives and careers.

Raleigh County Schools provides a variety of technology tools, resources and services, including Internet and e-mail accounts, to students who understand how to use them in a responsible manner. The intent of Raleigh County Schools is for technology resources to be used as a valuable educational tool.

All users of computer equipment and resources are required to abide by Raleigh County Schools Policy E.13 Acceptable use of Technology and West Virginia Board of Education Policy 2460. Copies of these policies are maintained in district and school offices and links to these policies are available from the district website at: http://www.edline.net/pages/Raleigh_CSD

USE OF TECHNOLOGY RESOURCES WITHIN RALEIGH COUNTY SCHOOLS IS A PRIVILEGE, NOT A RIGHT.

USER RESPONSIBILITIES

In order to use technology at school, I will follow the rules below and all rules posted at my school. If I misuse technology or break the rules, I will lose my technology privileges and/or be disciplined.

1. I will show good work ethics by using server software and online sites responsibly.
 - I will only use appropriate Internet sites as directed by my teacher.
 - If I find inappropriate information or pictures, I will tell my teacher and not share it with others.
 - I will only play educational games approved by my teacher.
 - I will only play music or videos from the Internet when directed by my teacher.
 - I understand that information and ideas are protected by copyright laws so I will not copy and paste digital information and turn it in as my work.
 - I will list all sources of information that I use in my projects and work.

2. I will show good work ethics by using technology equipment responsibly.
 - I will listen and follow instructions.
 - I will keep equipment in its place and clean up my area when I finish using equipment.
 - I will follow the school's computer use rules.
 - I will not damage or destroy any technology equipment.
 - I will ask before I print and be a friend to the environment by not wasting paper.

3. I will use technology to improve my communication skills with others.
 - Any e-mails I send from school will be from my school e-mail account.
 - I will only use instant messaging, chat programs, blogs or discussion groups when directed by my teacher.
 - When communicating online, I will follow good manners, use appropriate language, and be polite.
 - I will not post or send information to harass or bully another person.
 - When working with a partner or in a group, I will make sure that everyone has a chance to use technology.

Student # _____ Name _____

4. I will respect personal privacy for myself and others.
- I will get permission from my teacher before giving out any personal information about myself.
 - Posting personal information (home address, telephone number, pictures, etc.) about other people on the Internet without permission is a form of bullying.
 - I will only use my accounts and won't login with an account that belongs to someone else.
 - I will not share my passwords with anyone else.
 - I will not copy, change, use, or alter any programs or files that belong to another user.

STUDENT

I, _____, have reviewed the information in the Raleigh County Schools Technology Acceptable Use Agreement Form with my parent or guardian and my teacher. I understand the rules that I am to follow. I also understand breaking these rules will result in the loss of my computer access and technology privileges at school.

Student Signature _____ Date _____ Grade _____
Signature

PARENT or GUARDIAN

As the parent or guardian of _____ (student), I have reviewed the Raleigh County Schools Technology Acceptable Use Agreement Form with my child and understand the terms, rules, and guidelines as stated in the document. I also understand that information distributed through the Internet and other online services cannot be entirely controlled by Raleigh County Schools. I therefore realize that during the course of educational studies and/or communication projects there is potential for the student to encounter controversial or offensive material. I give Raleigh County Schools permission to grant technology access to my child. I understand that my child may maintain access as long as the procedures and guidelines described above are followed. I also understand that failure to abide by these rules may result in the revocation of my child's access and/or disciplinary action.

Parent or Guardian Name (please print) _____

Parent or Guardian _____ Date _____
Signature

**THIS SIGNATURE PAGE MUST BE ON FILE AT THE SCHOOL BEFORE THE
STUDENT IS PERMITTED TECHNOLOGY ACCESS**