

Emmanuel SDA School & Preschool
Technology Use Agreement

OVERVIEW: Computers and technology can support learning and enhance educational instruction. Computer networks and telecommunications allow users to retrieve and share information with others around the world. It is a general policy that all computers and other technology used at Emmanuel SDA School & Preschool are to be used in a responsible, efficient, ethical, and legal manner. Failure to adhere to this policy and the guidelines established below shall result in the revocation of access privileges and/or disciplinary actions involving local, county, state, or federal agencies. The use of the Internet has its benefits and risks. Parents should be aware that students using telecommunications have the potential to access unacceptable sources if they disobey or disregard school and county rules and guidelines.

USE OF TECHNOLOGY RESOURCES WITHIN EMMANUEL SDA SCHOOL & PRESCHOOL IS A PRIVILEGE, NOT A RIGHT

Each student must read, understand, and accept all of the following rules and guidelines stated in this section. Failure to abide by the following statements may result in permanent revocation of access privileges and/or disciplinary actions involving local, county, state, or federal agencies.

1. I understand that telecommunication resources (Internet) are provided for educational purposes.
 - I will only use the school's technology resources for academic purposes as directed by my teacher.
 - I will not download or play any games on the computer without permission from my teacher.
 - I will not download any material and/ or applications without permission from my teacher.
 - All forms of communication will be for educational/school related purposes (email, blogging, etc. with permission from my teacher).
 - I will follow the rules of network etiquette, which include use of appropriate language and polite responses. I will not use telecommunication resources for any illegal, immoral, harassing, or unacceptable purposes.
 - I will not access social networking sites such as Facebook, Myspace, YouTube, etc.
2. I will respect personal privacy for others and myself.
 - I will not reveal any personal information about myself or anyone else while on the Internet. This information includes, but is not limited to, home address, telephone number, age, or images.
 - I will not copy, change, read, or use files that belong to another students or Internet users.
3. I understand copyright laws protect a variety of materials (print, non-print, and ideas), including those found on the Internet.
 - I will not copy information received from any source and say that it is my work.
 - I will cite all sources of information that I use in my projects and work, acknowledging the creator's work.
 - I will not install any personal software onto any computer at school.
4. I understand that educational technology is available for the use of all students.
 - I will not deface, damage, or destroy any equipment.
 - I will not waste or take supplies such as paper, printer supplies, or storage media provided by the school.

STUDENT AGREEMENT

I, _____, have reviewed the information in the Emmanuel's Technology Acceptable Use Agreement Form with my parent(s) or guardian and/or my teacher. I understand the rules that I am to follow. I also understand that failure to follow these rules will result in the loss of my computer access and technology privileges at school.

Student _____
Signature _____ Grade _____ Date _____

PARENT or GUARDIAN AGREEMENT

As the parent or guardian of _____ (student), I have reviewed Emmanuel's 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 Emmanuel SDA School & Preschool. I therefore realize that during the course of Emmanuel SDA School & Preschool studies and/or communication projects there is potential for the student to encounter controversial or offensive material. I give Emmanuel SDA School & Preschool 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.

Name of Parent/Guardian (Please Print)

Name of Student (Please Print)

Signature of Parent / Guardian

Date

Signature of Student

Date