ACCEPTABLE USE POLICY AGREEMENT: INTRANET/INTERNET Grades K- 2

As a part of my schoolwork, my school gives me the use of a computer, applications, and storage space on the server for my work. The appropriate use of these resources can help me be successful in school.

I promise to be safe, responsible and respectful in my use of the technology at school and at home. I know that my teachers may look at my work to be sure that I am keeping my promise to be safe, responsible and respectful. If I have not kept my promise, I may have consequences including not being able to use the technology. At home, if I am not safe, responsible and respectful when using the Chromebook or other device, I may have consequences at school. If I intentionally damage a device or it is stolen, I may have to pay to replace it.

Safe:

* In school I will use technology for school work or activities specifically approved by my teacher(s).
* At home, I will follow all the rules for safe use. I will only use technology for activities approved by an adult at home.
* I will not give my password to anyone else, and I will not ask for or use anyone else’s password.
* I will not share any personal information (such as address, phone number, photograph, or first and last name) about myself or anyone else.

Responsible:

* I will take care of the computer by handling it so it does not get damaged and I will keep it clean.
* I will find safe places at home to use the computer and store it when not in use so it is not accidentally or intentionally damaged or misused by someone else.
* I will not download or upload anything or attempt to make any other changes to the computer and how it works.
* I will give credit to other people for their work. I will not copy anyone else’s work and claim it as my own.
* I will return the computer at the end of the school year, if I move, or at any time I am asked by a school official.
* If the device is stolen, I should tell my parents or guardians so they can contact the police.

Respectful:

* I will be polite and considerate when I create my own work; I will not use rude language or offensive images.
* I will not use the computer or its applications to annoy, be mean to, frighten, threaten, tease, bully, or make fun of anyone.
* I will not try to access my peers’ work. If I access it by accident, I will inform an adult; I will not remove or change someone else’s work.

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grade: \_\_\_\_\_

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