

## 2018-2019 KPDSB DIGITAL TECHNOLOGY STUDENT USER AGREEMENT



The Keewatin-Patricia District School Board (KPDSB) provides students with access to digital technology for the purpose of enhancing classroom teaching and learning. KPDSB strives to promote responsible global digital citizenship when students participate responsibly in online learning spaces and use both Board-owned and non Board-owned devices. It is essential for each user to recognize his/her responsibilities with such access and to adhere to the terms contained below. Violation of these terms may result in discipline such as loss of access, suspension, or expulsion as deemed by the school's code of conduct and the Ontario Safe Schools Act. Please review, sign and return this 2 page form to the school.

Student Name: \_\_\_\_\_ School: \_\_\_\_\_

**When I use technology, I have responsibilities and rules to follow.** (Please initial each box as you read them)

RULES AND RESPONSIBILITIES		Student Initial	Parent Initial
1	I agree to be a safe user whenever and wherever I access the school's online network and use technology. I will protect my passwords and personal information (including full names, telephone numbers, addresses, images, or video). I will inform my teacher if I think my account has been compromised.		
2	If I allow someone else to use my device, I am responsible for the device at that time.		
3	I agree to be responsible whenever and wherever I use technology and support others by being respectful in how I talk to and work with them and never write or participate in online bullying. This means not engaging in or supporting harmful, inappropriate, or hurtful online behaviour.		
4	I agree to report to an adult if I feel unsafe or uncomfortable online or see a friend being unsafe or being made to feel uncomfortable by others.		
5	I agree to keep myself and others safe by not sharing personal information, through messaging, social media, or otherwise.		
6	I agree to use technology and participate in online learning environments for the purpose of learning, and will use and care for the equipment properly, and not interfere with the work of other students.		
7	I agree not to search, access, download, or install unauthorized programs or inappropriate, rude, or offensive content. I will advise my teacher if I have inadvertently accessed questionable content.		
8	I will let my teacher or librarian know if my machine becomes damaged.		
CHROMEBOOK / TRANSITION IN/OUT OF SCHOOL		Student Initial	Parent Initial
1	I understand that the Chromebook is the property of the Keewatin-Patricia District School Board and will be accessed by Board personnel as needed from time to time.		
2	If I damage or destroy the device purposefully or carelessly, I will not be reissued a permanent device until I pay for it.		
3	I will make sure the Chromebook is fully charged each morning to be ready for classroom work.		
4	I will transport and store my Chromebook responsibly throughout the school year, both in and out of school.		
5	I will not: tamper with any part of the Chromebook (e.g., remove keys from the keyboard) or deface it in any way. (e.g. writing, stickers, tape, etc.), and will keep the screen clean and free from scratches.		

1. I confirm that I have received the following;     **Chromebook** \_\_\_\_\_ (initial)   **Power Supply and Cord** \_\_\_\_\_ (initial)
2. Please list any marks/scratches on your netbook from the previous year: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher Name: \_\_\_\_\_ Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: Please see Parent Consent on Page 2...**



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### My responsibilities as a Parent/ Caregiver include:

- Reading this Student User Agreement and discussing it with my child so we both have a clear understanding of our roles in using technology responsibly in learning.
- Ensuring this Student User Agreement has all of the required signatures and returned to the school.
- Encouraging my child to follow cyber-safe strategies
- Contacting the school if there is any aspect of this Student User Agreement I would like to discuss.

### This User Agreement also applies to students during school excursions and extra-curricular activities.

I acknowledge and have discussed the Student User Agreement with my child. I understand that my child's access to technology can be withdrawn if he/she does not follow the terms of this agreement.

I acknowledge that the Keewatin Patricia District School Board uses Google, Microsoft and other cloud-based applications in my child's learning environment.

**This agreement will remain in force for the current school year.**

Student Name: \_\_\_\_\_ School: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_