



Parkland School Division Responsible Use of Technology Agreement Student Form

Parkland School Division (PSD) supports and encourages the use of technology to enhance and facilitate learning. Our goal is to ensure that student interaction with technology contributes positively to the learning environment at school and in the community.

PSD uses a web filter to safeguard students from inappropriate content, and provides education and supervision to ensure students understand and comply with the safe, legal and responsible use of technology and the information accessed by its' use.

This Responsible Use of Technology Agreement applies to student use of personal or PSD owned technology.

I, _____, agree to follow the responsible use conditions listed below:
(Student name)

Respect and Protect Myself

- I will take responsibility for my actions when posting or viewing online information and images.
- I will use appropriate online etiquette and represent myself as a PSD ambassador.
- I will only use my account(s).
- I will not reveal personal information about myself with any online service or person.
- I will follow school and PSD procedures and behaviour standards.
- I will not access inappropriate material.

Respect and Protect Others

- I will not use technologies to degrade or defame others.
- I will not reveal personal information of other individual(s) with any online service or person.
- I will obtain permission of individual(s) before sharing photographs, video, or any information about them.
- I will obtain permission from individual(s) before sharing commonly created electronic data.
- I will not forward inappropriate materials or communications.

Respect and Protect Intellectual Property

- I will follow federal copyright laws and fair use guidelines.
- I will learn and use citation correctly.
- I will respect information owned by PSD.

Respect and Protect Property

- I will take full responsibility for, and respectfully use, any technology available to me within PSD.
- I will use network bandwidth, file storage space and printers reasonably and responsibly.
- I will report abuse of technology to a school administrator and/or designate.
- I will report security or network problems to a school administrator and/or designate.
- I will not use PSD technology for commercial or personal financial gain.

Personal Technology

Students may bring personal technology to school for learning purposes. When using personal technology at a PSD site all of the above conditions apply, in addition to the following:

- I will only connect to a PSD network, not other (external/neighborhood) networks.
- I will turn off all peer-to-peer (music/video/file-sharing) software or web-hosting services on my technology.
- I understand the security, care, connectivity and maintenance of my technology is my responsibility.
- I understand that PSD is not responsible for the loss, theft or damage of my technology.
- I understand I am fully responsible for my technology while it is at school.
- I understand that the Manager of Technology and/or designate may access and search my personal technology if there are reasonable grounds to believe there has been a breach of school/PSD rules or discipline policies.

Online Tools

- I will abide by all of the above conditions when using online resources and services.

The following PSD online learning tools may be used:

Google Suite for Education (GSuite)

Google Suite for Education (GSuite) accounts are made for each PSD student. The GSuite account allows students to use online email, calendars, documents, and applications to communicate and collaborate with peers, teachers and others. The tools and resources are provided by Google and all files and information is stored on Google servers which may be located anywhere in the world and subject to the laws of that country.

For more information on Google Apps benefits and security please review the following website:

https://edu.google.com/intl/ALL_ca/why-google/privacy-security/

Student Agreement

I am signing below to show that I accept the expectations and conditions of this agreement and will conduct myself as a responsible digital citizen:

Student's signature

School

Date

Parent/Guardian Agreement (for students less than 18 years of age on September 1)

As the parent or guardian of the student signing above, I have read and support this contract.

I understand that online content may be objectionable and will not hold PSD accountable should my student access that unacceptable content.

I agree to report any unacceptable online behaviour to the school principal or designate. This includes but is not exclusive to communication or postings that indicate or suggest pornography, unethical or illegal activities, racism, hatred, harassment or inappropriate language and other issues described in Parkland School Division's *Administrative Procedure 610: Responsible Use of Technology*.

I understand that Parkland School Division will not assume legal liability for inappropriate use, and that I will hold some responsibility for violations of this agreement by my student.

I understand that I will be notified concerning any serious breach of this agreement by my student, especially where their account privileges are suspended or cancelled.

Parent/Guardian's First and Last Name

Parent/Guardian's Signature

Date