



# École Pauline Johnson

## Technology User Agreement

Dear Students,

You will have the privilege of using Laptop Computers and iPads this year at Pauline Johnson. These technologies will be used as a tool to enhance your learning and engage you in unique and dynamic ways. Laptops and iPads are not toys; they are tools to help you learn. In order for you to be successful in your learning with these devices, please read the following student expectations carefully:

### **You are responsible for reading, understanding and following the expectations below:**

#### **I will use PJ Laptops and iPads in a safe and respectful manner. This means:**

- I will have clean hands and a clean workspace when using Laptops & iPads.
- I will have no food or drink near the Laptops and iPads.
- I will use both hands and never run when I carry the Laptops & iPads.
- I will only use a device when supervised by an adult.
- I will not leave a device on the floor.

#### **I will follow SD 45 guidelines and teacher instruction while using either the school's Laptops & iPads, or my own device. This means:**

- I will only use Apps and educational websites I am asked to visit and I will immediately tell a teacher if I accidentally find an inappropriate site or image.
- I will not add, move, delete or alter anything on the school's iPad or Laptop desktop and hard drive.
- I will not alter or modify anyone's work except my own. I will not touch anyone else's device without teacher permission.
- I will not download images or text without citing where it originates. I will cite all sources I use in my research to respect copyright laws.
- I will not take photos or video without permission.
- I will not publish a person's photo without their permission.
- I will not visit or participate in email, online gaming, social networking sites, etc.
- I understand that school and/or network administrators have the right to inspect and monitor my activities and files stored on the school server for security purposes or if misuse is suspected.

#### **I will follow PJ guidelines for cellular device use. This means:**

- From 8:50/9:00-2:50/3:00, my cell phone will remain in the Cell Phone Locker (Grades 4-7).
- If I need to phone home for any reasonable purpose I will use my Office pass to come to the office and use that phone.

Use of all/any technology at PJ is a privilege, not a right. I will follow the expectations listed above or will not be able to use these devices. If I do not follow the expectations, I will have a meeting with my parents, my classroom teacher, and Mme Zielinski/Mme Dixon to review this agreement and decide when I am able to use technology at school again.

### **Parents Please Read Below**

*Students at École Pauline Johnson will use technology in the classroom. The iPads and Laptops, will support student learning across the grades. These devices are not toys; they are tools to support your child's learning. It is a privilege to use them, not a right. If your child does not follow the expectations listed above, he/she will not be able to use the Laptops & iPads. If necessary, he/she will then have a meeting with you, their classroom teacher, and Mme Zielinski or Mme Dixon to review this agreement and decide whether or not your child will be able to use these devices again. Please review this agreement with your child and ensure the expectations are understood. Students will not have access to laptops and iPads until this agreement is signed and returned. Thank you for supporting this exciting initiative at École Pauline Johnson.*