

# **Hankinson Public School**

## **Acceptable Use Policy - Grades K-6**

***As a part of my schoolwork, my school gives me the use of computers and storage space on the server for my work. I understand that the use of school devices is a privilege. My behavior and language should follow the same rules I follow in my class and in my school. To help myself and others, I agree to the following promises:***

- 1.** I will use the computers only to do schoolwork, as explained to me by my teacher and not for any other reason. I will not use a school computer for personal or illegal purposes.
- 2.** I will use the Internet only in ways the teacher has approved.
- 3.** I will keep my password secret. My password is my own, and I will not ask for or use anyone else's password.
- 4.** I will keep my information private online. I will not share my address, telephone number, or any other personal information about myself or anyone else.
- 5.** I will not upload, link, or embed an image of myself or others to unsecure, public sites.
- 6.** I will only use approved electronic resources including games. Any websites that have inappropriate or objectionable content are not allowed at all.
- 7.** I will be polite and considerate when I use the computer. I will be respectful and nice to others I interact with, and I will not swear or be rude.
- 8.** I will use the computer in a positive, supportive way. I will not bully or threaten schoolmates, teachers, or other anyone else.
- 9.** I will respect others' race, religion, or sex, and I will not engage with things online that say bad or mean things about it.
- 10.** I will always handle computers with great care.
- 11.** I will respect copyright rules and give credit for anyone else's work.
- 12.** If I have or see a problem online, I will tell the teacher, parent, or other trusted adult. If the problem is an inappropriate image, I will turn off the screen and immediately get help.
- 13.** I will not block or interfere with school or school system communications.
- 14.** My computer use is not private; my teacher may look at my work to be sure that I am following these rules, and if I am not, there will be consequences which may include not being able to use the computer.
- 15.** I know that anything I say or do with technology outside of school can have in-school consequences if it interferes with other students' education or otherwise breaks school rules.

***I have read and understand the rules stated in the policy. I understand if I break any of these rules, I may lose the privilege of using school computers and may have other consequences.***

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Student Name

Student Signature

Date

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Parent/Guardian Name (please print)

Parent/Guardian Signature

Date

*This form must be signed and returned to the office before students can use any school device.*

### **Publication Consent**

The school may publish content throughout the school year with students' names or images. School publications include but are not limited to:

- Teacher websites
- The Hankinson Public School website
- Hankinson Public School social media pages (Facebook, Twitter, YouTube, etc.)
- Yearbooks

*My child's **name** may be listed in school publications:*

**YES**

**NO**

*My child's **picture** may be placed in school publications:*

**YES**

**NO**

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Parent/Guardian Signature

Date