

# Grace Lutheran School Student Acceptable Use Agreement

## TechSafe Rules

- ✓ I understand that use of technology used for school purposes, both inside and out of the school building is an extension of the classroom. Any rules that apply within the classroom will apply to anything used online for school purposes.
- ✓ I will only use technology in school for school, learning and/or educational purposes.
- ✓ I will only open programs, websites and other technology sources my teacher has approved.
- ✓ I will not tell other people my login information or any passwords.
- ✓ I will only open/delete my own files.
- ✓ I will make sure that all technology contact with other children and adults is responsible, respectful and Christian.
- ✓ I will not deliberately look for, save or send anything that could be unpleasant or inappropriate. If I accidentally find anything like this I will tell my teacher immediately.
- ✓ I will not give out my own personal information such as my name, phone number or home address. I will not arrange to meet someone.
- ✓ I will be responsible for my behavior when using technology because I know that these rules are made to keep me safe.
- ✓ I know that my use of technology (online, when using any computer, etc.) can be checked at any time and that my parent/guardian may be contacted if a member of school staff is concerned about my technology use or complying with this TechSafe policy.

## **S.M.I.L.E and stay safe**

**Staying safe** means keeping your personal details private, such as full name, phone number, home address, photos or school. Never give out this information online.

**Meeting up** with someone you have met online can be dangerous. Only meet up if you have first told your parent or guardian and they can be with you.

**Information online** can be untrue, biased or just inaccurate. Someone online may not be telling the truth about who they are - they may not be a 'friend'

**Let a parent, guardian, teacher or trusted adult** know if you ever feel worried, uncomfortable or frightened about something online or someone you have met or who has contacted you online.

**Emails, downloads, instant messages, photos and anything from someone you do not know or trust** may contain a virus or unpleasant message. Do not open or reply to messages from strangers.

Dear Parent,

School information communications technology including the use of internet has become an important part of learning in our school. We expect all children to be safe and responsible when using any form of technology.

Please read and discuss these TechSafe rules with your child and return the slip at the bottom of this page. If you have any concerns or would like some explanation please contact our technology co-coordinators, Melissa Flynn and Nicole Steffan or our school principal, Sharon Laabs.

✂

**Parent/ Guardian signature**

We have discussed this and \_\_\_\_\_ (child name) agrees to follow the TechSafe rules and to support the safe and responsible use of technology at Grace Lutheran School.

Parent/Guardian Signature \_\_\_\_\_

Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Date \_\_\_\_\_