

MARET

2019-2020 Middle School

RESPONSIBLE TECHNOLOGY USE POLICY

As Maret's mission states, "We ignite our students' potential and foster their academic, artistic, and athletic talents. We develop the mind, nurture curiosity, welcome challenge, embrace joy, and build community that is equitable and inclusive." Technology is a critical tool that helps us achieve this goal by improving communication and collaboration, providing an authentic audience, and extending learning beyond the walls of the classroom while also building crucial digital citizenship skills. Student access to a powerful tool like technology requires thoughtful, careful, and legal use so that we may foster a learning environment where all members of the community feel both respected and connected to each other. It is important that students and parents recognize that information posted on the internet is public, permanent, and needs to be appropriate. The way we use technology and engage online should mirror our School's core values.

Terms of Agreement:

- I agree to follow teachers' instructions when using technology.
- I agree to be polite, considerate, and to use appropriate language.
- I agree to report and/or help prevent any bullying, abuse, or harm of others.
- I agree to tell an adult if I read, see, or access something inappropriate, or if I witness inappropriate use of technology.
- I agree to follow all filters and security measures, and not attempt to get around them.
- I agree to respect Maret's technological equipment and treat it gently; I agree to report any malfunctioning or broken equipment to the Maret Technology department.
- I understand that I should use my Maret accounts for doing school work only, and that I should have a separate, personal account for any use not related to Maret and Maret's mission.
- I agree to use technology carefully and to conserve school resources. -- this includes minimizing the amount of digital storage and bandwidth that I use and limiting my use to what is needed for academic purposes.
- I agree not to share my passwords, except with my teacher or parent/guardian
- I agree to use only my own files and folders. I will not access another individual's files and folders without their permission.
- I agree not to reveal or post personal information belonging to myself or another person (i.e., passwords, addresses, or telephone numbers).
- I agree to recognize the legal and ethical boundaries of fair use and copyright, and to give full credit in my school work any time I use words, images, ideas, and music that someone other than myself created.
- I understand that my use of any Maret technology (devices, network, internet, accounts, resources, etc.) will be monitored and is neither private nor confidential to authorized Maret personnel. Maret may search for and remove files and content from its systems.
- I understand that if I violate this agreement, Maret's policies and procedures, or my student handbook, I may not be allowed to continue to use technology or I may receive other appropriate, disciplinary consequences.

