



Agreement between German International School New York and GISNY Students Concerning the Use of Cell Phones, Digital Media, and Internet

Student:

Homeroom:

GISNY would like its students to become familiar with the new information and communication media and use them judiciously and with scholarly intent. To ensure everybody's safe use, students need to adhere to the following rules.

- Middle School students (grades 5 – 9), cell and smartphones remain switched off during the entire school day, and digital media and the internet will only be used under a teacher's supervision for educational purposes.
- Upper School students (grades 10 - 12) may use electronic devices during their free periods and recess in their classrooms and upper grade lounge only, provided that these devices are being used for reading, silent communication, and/or listening to music with headphones only.
- I am only going to use electronic devices for the educational purpose indicated by the teacher.
- I will not copy or download software in school for my private use. All programs and software may only be installed with the teacher's permission.
- I will not change any settings on the hard and software on the school's computers and iPads.
- I will not give anyone else my passwords.
- I will not divulge my own or other people's personal information on the internet unless permission to do so is given by my teacher as part of a class assignment.
- Most movies, texts, pictures, and music on the internet are copyrighted. I will not copy such material.
- For my student reports and papers that remain unpublished, I may use copyrighted material provided I always indicate its author and source.
- I will not copy, change, and/or publish the work of other students without their permission.
- I am aware that my school does not permit pornographic and racist material, nor does it permit sites that depict violence. I will not consume or search for such sites and materials.

- I will use proper and respectful etiquette when communicating with others in school and in e-mails, message boards, chats, apps etc. I will not insult or threaten anyone.
- I will not publish any work on the internet without my teacher's permission.
- If I happen to receive doubtful e-mails or if I encounter doubtful sites on the internet, I will immediately stop and tell a responsible adult. If someone is rude or offensive. Do not respond!

During Remote Learning: I will follow the GISNY Remote Learning Etiquette:

- Be prepared to learn. Be polite. Be respectful.
- Camera must be always on with no background effects.
- Keep yourself unmuted but avoid disturbing background noises.
- Actively participate in class discussion, but only speak when called on by the teacher raise your hand, or use the raised hand icon, or if the teacher cannot see you, you may say excuse me, but do not speak until the teacher calls on you.
- Hand in all assignments immediately.
- No eating, chatting, or using devices or programs such as phones or games during class time.

* All devices used in school need to have active anti-malware software.

** I understand that I am subject to disciplinary action for violating the school technology rules.

Date: Student's Signature: