
ELEMENTARY STUDENT RESPONSIBLE USE AGREEMENT



Due to distance learning, the following agreement applies to all students in EC and ES - parents are asked to discuss those relevant to your child (according to their age and access) before signing. Students in Grades 3-5 should also sign this agreement.

At ABA we expect you to be a kind, responsible and respectful Digital Citizen, by:

- Keeping the information private (Privacy & Security)
- Being Safe online (Internet Safety)
- Being kind and respectful to others online (Relationships & Cyberbullying)
- Thinking before posting online (Digital Footprint)
- Use your IT skills to find appropriate online content (Information Literacy)
- Giving credit to anyone's work when downloading from the internet (Creative Credit & Copyrights)

When working with my tablet or any other device:

- I will not share any personal information, inappropriate content, screenshots, photos or videos of any person of our ABA Community without their permission, via airdrop, email, social media, or other applications
- I will keep my passwords private, and only share them with my teachers and parents
- I will show respect to other people's accounts, passwords, devices and personal information
- I will always have my teacher or parent's permission before sending an email, and I will use appropriate language, emojis, photos, videos and documents
- I will follow the Seesaw blogging general guidelines
- I will bring my device to school every day fully charged, and keep it in its case at all times
- I will only use my device to support my school learning program

Online Learning

- I will only join video conference meetings scheduled by my class teachers
- I will not attend any video conference without having a teacher present
- I will not take a Screenshot or Screen record of anyone during a video conference
- I will ask the teacher's permission first if I need to record a video conference
- I will use my teacher's or the Elementary Library recommended websites

General Blogging/Email Guidelines:

1. Think before you post. *Ask yourself:*

- *What is the purpose of my post?*
- *Do I want everyone to see it?*

2. Use appropriate language and proper grammar and spelling. *Ask yourself:*

- *Is this inappropriate?*
- *Does it have a title or explanation*
- *Do I have spelling or grammar errors?*

3. Treat other people the way you want to be treated. *Ask yourself:*

- *Would I want someone to say this to me?*

4. Any time you use media from another source, make sure to cite the creator of the work

5. As a blogger, you will be commenting on other students' work. Good comments:

- are constructive, but not hurtful;
- consider the author and the purpose of the post;
- are always related to the content of the post;
- include personal connections to what the author wrote;
- answer a question, or add meaningful information to the content topic;
- follow the writing process. Comments are published pieces of writing.

I will inform my teacher or my parents if:

- I receive messages that are unpleasant or that make me feel uncomfortable in any way
- I find myself logged into an inappropriate website

No Expectation of Privacy

The school can and does monitor student internet access and activity, including but not limited to sites visited, content viewed, images saved, and emails sent and received. The school may examine a student's personal device and search its contents if there is a reason to believe that school policies, regulations, or guidelines regarding access to the network or use of the device have been violated.

Parental responsibility

It is expected that parents have the necessary parental controls and security settings on their child's device, as well as ensuring that none of the following are installed: non-educational games; social media applications; applications that have access to adult content. The school provides an educational email account to facilitate learning in the classroom. Parents should be responsible for any personal email account created by/for their child. Parents will monitor their child's use of the internet, online behavior, and social media

Consequences of Inappropriate Use

Students who misuse ABA's Google Applications, Seesaw or any other teacher recommended application will be subject to discipline which may include loss of access to their student's Google email account, or Seesaw and/or other appropriate disciplinary or legal action in accordance with ABA's Student Code of Conduct.

These agreements apply to device use at school, on excursions, camps, or during extra-curricular activities. I understand that if I do not follow this agreement, I will lose my internet and E-mail access rights for a period of time or receive other consequences determined by my teacher and the ABA administration.

STUDENT'S NAME: _____

GRADE: _____ TEACHER: _____

STUDENT'S SIGNATURE (Grades 2 to 5 only): _____