
Technology Contract

Riverside Magnet School
Kimberlee Matthews, Principal
Meaghan Freeman, Assistant Principal

Please review and adhere to the expectations below and be prepared to be held accountable for your actions and for the loss of technology privileges if the rules of the Acceptable Use Policy are violated.

Riverside Magnet School Technology Scholar Responsible Use Guidelines:

I am responsible for my computer and Google Suite for Education account. I will not share my password. I will log off of my account when I am finished. If I see another person's work on a computer that I need to use, I will get help from an adult before I use it. I will use good judgment when choosing internet resources and I will not look for web pages with words, images, videos, or sounds that are not school-appropriate.

I am responsible for being honest about who I am online. I will not pretend to be anyone else. I will not send comments, create an account, post words, pictures, videos, or sounds using someone else's name. I will not use another person's login name or password.

I am a responsible member of my school when using technology. I am responsible for my language and content. The content that I use will be school-appropriate. I will use technology, including comment tools and chat features, for schoolwork only and not for personal reasons. I will immediately tell a teacher if anything inappropriate appears on my screen.

I am responsible for how I treat other people. I will not write mean, hurtful, or embarrassing comments, pictures, or videos. I will not make fun of anyone, cyber-bully, or intentionally exclude my peers from group-work. I will tell a teacher if I see anything hurtful to another scholar.

I am responsible for protecting the security of the Goodwin network. I will not try to change security settings or install any software on school technology without

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permission. I will not use a personal device in school without a teacher's permission. I will maintain programs and files the way that they have been organized for us and will not change, delete, or move files.

I am responsible for protecting Goodwin and Riverside Magnet School property. I will not break or destroy any computer equipment on purpose. I will not move or misuse any equipment, including headphones, keyboards and mice, without permission.

I am responsible for protecting other people's property online. I will not plagiarize. When I use information from a website, I will properly give credit to content, images, video, and music by citing my work.

I am responsible for following school rules if I publish anything online. I will not publish anything online without permission. I will keep my full name, phone number, address, and other personal information private on the internet.

Basic technology guidelines to prevent the loss of technology privileges at school:

This means I will:

- Ask permission before using a device;
- Only use the device for educational purposes;
- Stay on task when using a device;
- Use only approved apps and websites;
- Treat all equipment gently;
- Keep my passwords secret;
- Give credit for images and words;
- Print only when I have permission;
- Use electronic communication in a safe manner and for school-related purposes.

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This means I will not:

- Access the Internet or apps without teacher permission
- Search for, produce, or upload content/images/videos that could disrupt the school day;
- Download or install anything without permission from a teacher;
- Make changes to hardware and software;
- Use another person's device without the teacher's permission;
- Use another person's user name and/or password;
- Cyberbully, harass, or discriminate;
- Post, send, or store online or on the school computer or network information that could endanger others;
- Try to get through the Internet filters.

I, _____, acknowledge that I have read the 2024-2025
(Scholar Name)

Riverside Magnet School Technology Contract, and have reviewed its contents.

I, _____, acknowledge that I have read the 2024-2025
(Parent/Guardian Name)

Riverside Magnet School Technology Contract and have reviewed its contents with my child.

Scholars and parents/guardians are asked to read, sign, and return the Technology Scholar Responsible Use Guidelines, by Friday, September 13, 2024.