

Administrative Procedure 640 – Form 640-1

TECHNOLOGY USE AGREEMENT Digital Citizenship

Northern Gateway Public Schools offers its students many opportunities to use technology during the course of their education.

Accessing wireless technology using all types of devices throughout the school allows students to use the internet as a tool to develop skills as critical thinkers and problem solvers. Northern Gateway Public Schools provides technology resources which includes, but is not limited to, internet access on school and personally owned devices, e-mail accounts, installed software, personal file storage, cloud file storage and all hardware attached to the network.

Through the Northern Gateway Public Schools locally controlled Google Apps for Education (GAFE) network, students will have the opportunity to email, share, create and collaborate with other students and teachers in the division from any web enabled device. Students will be assigned an account via a login and an email address. At all times, this account (password, email, data and document storage) may be accessed and managed by Division personnel. This account is housed on Google servers. This server space is controlled by Northern Gateway personnel and is not accessed by Google personnel or scanned for advertising purposes. It is scanned by virus scanners to ensure the safety and integrity of the files. This GAFE account provides opportunities for students and teachers to develop digital literacy competencies within the safety of a Division managed email, document and collaboration system.

We believe that technology access is vital to a student's education. With this right comes the responsibility to use these tools, including student owned devices, in an ethical, efficient, courteous, and legal manner. Acceptable uses of technology are devoted to activities that support teaching and learning. Students are responsible for good behavior just as they are in a traditional school building. It is illegal to use obscene, profane, threatening, or disrespectful language. Students will not overuse or maliciously attack network resources such as, but not limited to, storage space and bandwidth. Access is vital to all students so fair, thoughtful use is encouraged.

Communication with others should always be school related. Students should never say anything online that they wouldn't mind seeing on the school bulletin board or in the local newspaper. Students should notify the teacher of anything inappropriate or that makes them uncomfortable. Bullying will not be tolerated and the privacy of others should be respected at all times.

Further parameters regarding the use of technology can be found in Northern Gateway Public Schools **Administrative Procedure 640 Responsible Use of Technology**.

I agree to follow the conditions of this Digital Citizenship – Technology Use Agreement.

Student Name (Print): _____ Date: _____

Student Signature: _____

