

























**GREENFIELD PUBLIC SCHOOLS  
ELEMENTARY SCHOOL TECHNOLOGY ACCEPTABLE USE GUIDELINES**

**Dear Students:**

**Your school has computers and other technology. Please be careful when you use technology equipment.**

<p>Please circle the Smiley Face 😊 if you will be careful when you use technology at your school.</p>	<p style="text-align: center;"><b>I will be careful</b></p> <p style="text-align: center;"><b>YES</b>                      <b>NO</b></p> <p style="text-align: center;">😊                                      😞</p>	
<p style="text-align: center;"><b>I will be careful when I use a desktop, laptop computer, or Chromebook.</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p><a href="http://openclipart.org/image/800px/svg_to_png/34087/computer001-rahmen.png">http://openclipart.org/image/800px/svg_to_png/34087/computer001-rahmen.png</a></p> </div> <div style="text-align: center;">  <p><a href="http://howtobuycomputer.net/notebook_computer_buying_guide.html">http://howtobuycomputer.net/notebook_computer_buying_guide.html</a></p> </div> </div>		

	YES	NO
<p><b>I will be careful when I use a SMART Board.</b></p>  <p><a href="http://smarttech.com/us/Solutions/Education+Solutions/Products+for+education">http://smarttech.com/us/Solutions/Education+Solutions/Products+for+education</a></p>		
<p><b>I will be careful when I use a printer.</b></p>  <p><a href="http://www.pdclipart.org/displayimage.php?album=34&amp;pos=253">http://www.pdclipart.org/displayimage.php?album=34&amp;pos=253</a></p>		
<p><b>I will be careful when I use a projector.</b></p>  <p><a href="http://www.itechnews.net/wp-content/uploads/2009/01/infocus-in5108-lcd-projector.jpg">http://www.itechnews.net/wp-content/uploads/2009/01/infocus-in5108-lcd-projector.jpg</a></p>		

	YES	NO
<p style="text-align: center;"><b>I will be careful when I use an iPad.</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p><a href="http://www.apple.com/pr/products/ipad/ipad.html">http://www.apple.com/pr/products/ipad/ipad.html</a></p> </div> <div style="text-align: center;">  <p><a href="http://store.griffintechology.com/elan-folio-slim">http://store.griffintechology.com/elan-folio-slim</a></p> </div> </div>		
<p style="text-align: center;"><b>I will be careful when I use headphones.</b></p> <div style="text-align: center;">  <p><a href="http://www.newlaunches.com/archives/shure_unveils_srh240_headphones.php">http://www.newlaunches.com/archives/shure_unveils_srh240_headphones.php</a></p> </div>		
<p style="text-align: center;"><b>I will be careful when I use a microphone.</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p><a href="http://static.bhphoto.com/images/largeimages/396434.jpg">http://static.bhphoto.com/images/largeimages/396434.jpg</a></p> </div> <div style="text-align: center;">  <p><a href="http://static.musiciansfriend.com/derivates/18/001/203/600/DV016_Jpg_Large_270968.jpg">http://static.musiciansfriend.com/derivates/18/001/203/600/DV016_Jpg_Large_270968.jpg</a></p> </div> </div>		

The technology equipment at my school is very expensive.

It is important to use it carefully

I know that I must follow the **8 Rules for Acceptable Technology Use** when I use this equipment.

























Please circle the Smiley Face 😊 if you promise to follow the rules.		I will follow the rules.	
		YES 😊	NO 😞
<p><b>Rule 1: I understand computer equipment breaks easily. I will be careful when I use it.</b></p>			
<p><b>Desktop computers</b></p>  <p><a href="http://openclipart.org/image/800px/svg_to_png/34087/computer001-rahmen.png">http://openclipart.org/image/800px/svg_to_png/34087/computer001-rahmen.png</a></p>	<p><b>Laptop computers</b></p>  <p><a href="http://howtobuycomputer.net/notebook_computer_buying_guide.html">http://howtobuycomputer.net/notebook_computer_buying_guide.html</a></p>	😊	😞
<p><b>Rule 2: I will use my <b>Help Card</b> if I need help when I use the computers.</b></p>			
		😊	😞

Photo by: Donna Gleason, Principal Discovery School @ Four Corners

	YES	NO
<p><b>Rule #3: I will NEVER use computers to hurt or make fun of others.</b></p>  <p><a href="http://www.clker.com/clipart-no-cyber-bullies.html">http://www.clker.com/clipart-no-cyber-bullies.html</a></p>		
<p><b>Rule #4: I will go only to Web sites my teacher instructs me to visit.</b></p>  <p><a href="http://safekidsusa.ning.com/profiles/blogs/safety-rules-for-the-internet">http://safekidsusa.ning.com/profiles/blogs/safety-rules-for-the-internet</a></p>		
<p><b>Rule #5: I will tell my teacher or an adult if I see anything on the computer that makes me feel bad or uncomfortable.</b></p>  <p><a href="http://www.tsnd.org/education/academy/">http://www.tsnd.org/education/academy/</a></p>		

	YES	NO
<p><b>Rule #6: I will NEVER share my name, address, phone number, or picture on the computer.</b></p>  <p><a href="http://courtneytuttle.com/2007/09/20/top-7-internet-marketing-mentors-you-can-trust/">http://courtneytuttle.com/2007/09/20/top-7-internet-marketing-mentors-you-can-trust/</a></p>		
<p><b>Rule #7: Any cell phone in school should be off and out of sight during school hours.</b></p>  <p><a href="http://www.illinoisci.com/files/cellphone.gif">http://www.illinoisci.com/files/cellphone.gif</a></p>  <p><a href="http://www.prlog.org/10519978-3g-cell-phones.jpg">http://www.prlog.org/10519978-3g-cell-phones.jpg</a></p>		
<p><b>Rule #8: I will be respectful to others when I use my school technology equipment.</b></p>  <p><a href="http://room6waimataitai.blogspot.com/2012/05/we-speak-respectfully.html">http://room6waimataitai.blogspot.com/2012/05/we-speak-respectfully.html</a></p>		
<p><b>I understand the guidelines for technology use at my school and will follow all 8 rules.</b></p>		

**Student Agreement:**

I will follow the **8 Rules for Acceptable Technology Use**. If I don't, I cannot use the computer.

**Signature:** \_\_\_\_\_  
Student Name

**Parent/Guardian Agreement for Acceptable Technology Use: K-3**

**Dear Parents:**

Our elementary students use technology. Teachers carefully demonstrate acceptable computer behavior every day. We supervise students who work on computers to complete class assignments and access the Internet. We have **8 Rules for Acceptable Technology Use**. All parents must teach their children to follow these rules.

In Kindergarten through Grade 3, each student will:

- Have an individual username and password,
- Use computers for keyboarding, word processing, math enrichment, reading practice, science investigations, geography explorations, and more, and
- Conduct school-related research during directly supervised instruction (Grade 3).

Our schools utilize Internet “filtering, blocking, and monitoring” tools to restrict access to inappropriate and non-educational Web sites. This filtering ensures compliance with the Children's Internet Protection Act (CIPA). Additionally, teachers and staff supervise students while they are online. On a worldwide network, it is impossible to control all materials, and there is no absolute guarantee that a student may not discover inappropriate content. We address this immediately (See Rules 4 & 5 above).

As parent/guardian of the below noted student \_\_\_\_\_, I have read the information concerning technology use in the Greenfield Public Schools. I understand that my child will use computers for educational purposes in a supervised environment. I know the District has taken precautions to eliminate controversial Web content. I understand that rules and consequences are in place for appropriate technology use and Internet access. I will discuss these rules and consequences with my child and know that my child's teacher will also review them.

**By checking the appropriate box below, I give my child permission to use school technology and the Internet in Grades K-3.**

**I have the right to withdraw my permission at any time. In order to do so, I will submit a written letter to the school principal.**

**I give my child permission to use the Internet.**       **I do not give my child permission to use the Internet.**

**Parent/Guardian Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Student's Name:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**School:** \_\_\_\_\_ **Teacher** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Please sign and return this document to the school office or to your child's teacher.**

For more information on the Acceptable Use Policy, visit <http://www.gpsk12.org/sites/default/files/policymanual/I/IJNDB.pdf>