



Student Responsible Technology Use Policies & Agreement

Access to technology at school and to the Saint Andrew's wireless network is a privilege, not a right.

Any use of the wireless network entails personal responsibility and compliance with all school rules. Saint Andrew's reserves the right to conduct investigations regarding inappropriate internet use at any time.

Access to the internet, whether with school-provided or personal devices, is filtered. Students who access the network from a personal device will be limited to internet access only and will not be able to utilize school printers or other network resources.

Guidelines for technology use

- Use of personal devices during the school day is at the discretion of teachers and staff. Students must use devices as directed by their teacher.
- The primary, and only, purpose of the use of personal devices at school is educational. Students will refrain from using their device to access non-educational content at school.
- The use of a personal device is not to be a distraction in any way to teachers or students.
- The use of personal devices falls under the school's Acceptable Use Policy, found in the student handbook.
- Personal devices will be brought to school fully charged for the school day. Students may not charge their device during school hours. Bringing a device with a low battery is equivalent to coming to class unprepared.
- Students will refrain from using personal devices at school outside of their classroom unless otherwise directed by their teacher.
- Students shall make no attempts to circumvent the school's network security and/or filtering policies. This includes setting up proxies and downloading programs to bypass security.
- Students shall not distribute pictures or videos of students or staff without their permission (distribution can be as small as emailing/texting to one other person or as large as posting images or videos online).
- Students and parents should be aware that devices are subject to search by school administrators if the device is suspected of a violation of the student code of conduct. If the device is locked or password protected the student will be required to unlock the device at the request of a school administrator.

Students who violate the policies of this program and/or the Acceptable Use Policy may:

- Lose device privileges at school
- Have the device taken away and kept in the front office until dismissal
- Receive a disciplinary referral

School Liability Statement

Students bring their devices to use at Saint Andrew's at their own risk. It is their duty to be responsible in the upkeep and protection of their devices. Saint Andrew's is in no way responsible for:

- Personal devices that are broken while at school or during school-sponsored activities.
- Personal devices that are lost or stolen at school or during school-sponsored activities.
- Maintenance or upkeep of any device (keeping it charged, installing updates or upgrades, fixing any software or hardware issues)



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I will be a responsible technology user in the Saint Andrew's community by being a respectful and considerate user and creator of technology. I will follow the rules and guidelines below when using technology at school.

I understand that the following uses of school technology are unacceptable and strictly prohibited:

- Giving out personal information about another person, including home address and phone number.
- Any use of the network for commercial or for-profit purposes, product advertisement, or political lobbying.
- Intentionally seeking information on, obtaining copies of, or modifying files, other data, or passwords belonging to other users, or misrepresenting other users on the network.
- Use of the network that disrupts the use by others, including, but not limited to, hardware and/or software destruction, modification, or abuse. Students found to have intentionally damaged a school-owned device will be responsible for the cost of repair and/or replacement.
- Use of a device for playing games unless specifically authorized by a teacher for instructional purposes.
- Sending hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors.
- Use of network resources to access sites with pornography, obscenity, and content that demeans others.

As a responsible technology user, I agree to:

- use school-owned devices and/or school internet only for school related learning activities and projects.
- ask an adult before I access the Internet and/or download any materials onto the school's devices.
- respect the privacy of my classmates.
- protect my privacy and the privacy of my classmates by not sharing any private information about myself or others on the Internet.
- give credit to the appropriate person(s) when I use information in a project that I did not create.
- use technology in a kind and respectful way that will not hurt another person's feelings.
- tell an adult if I find something unfamiliar or inappropriate on the Internet or on a school device.

I understand that violations of the Responsible Technology Use and Personal Device Program Policies will result in disciplinary action up to and including suspension of user accounts and initiating legal action in the event of unlawful activity. The School is not liable for any loss of student hardware, software, or data due to consequences of violating these agreements. Saint Andrew's Day School reserves the right to change its policies and rules at any time.

By signing below, I agree to abide by the above policies and agreements when using devices connected to the Saint Andrew's Day School networks. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be initiated.

Student Name (please print)

Student Signature

Date

Parent/Guardian Name (please print)

Parent Signature

Date