



# CPES Grade 7 & 8 Technology Agreement

## Middle School Technology Contract

Students in 7th & 8th grade are issued chromebooks for a 1:1 personal using during school times. Devices are loaned to the student and remain the property of College Park Elementary School. This contract outlines the guidelines and behaviors that students are expected to follow when using their school devices. While students are using a school device, they should understand the following:

- CPES's wireless network is intended for educational purposes.
- All activity on a student's device may be monitored.
- Students are expected to follow the same rules for good behavior and respectful conduct online and offline.
- CPES makes a reasonable effort to ensure student's safety and security online but will not be held accountable for any harm or damages that result from use of technologies.
- Personal devices are brought to school at the students' and parents' own risk. If a privately owned device is lost, stolen or damaged, CPES is not responsible for any financial or data loss. This device WILL NOT be allowed to be used during the school day and will be placed in the office until the end of the school day.
- Parents are responsible to replace any lost or damaged CPES device.

### Usage Policies

- Students should only use educational apps on their devices as approved for class use.
- Students are REQUIRED to use CPES' Wi-Fi connection while at school. Students MAY NOT create hot spots or use cellular data during the school day.
- Internet filtering software will be active on student issued devices. Some websites will be intentionally blocked; students ARE NOT to circumvent CPES' filtering.
- By signing this agreement, both parent and student consent to the terms of use of all educational apps and websites used for school activities.
- Student-issued devices will be managed by CPES. Attempts to remove the school's management software is a violation of school policy.
- **Charging** - Students MUST charge their devices at the end of each school day by properly connecting them to the charging cords in the chromebook cart to ensure a fully charged condition. This is the responsibility of EACH student for their assigned chromebook.
- **STUDENTS ARE NOT TO TAKE DEVICES HOME UNDER ANY CIRCUMSTANCES!**
- **Photos** - Students may not photograph or videotape any other person without their consent. No photographs or videos may be shared or published without permission from a teacher. Location services should be turned off on the camera app.

- **Social Networking** - Students may not use their devices for social networking unless authorized for a class activity. These networks include but are not limited to Facebook, Instagram, X (Twitter), Threads, BeReal, Vine, Snapchat, WeChat, YouTube, Pinterest, Google+, Discord, TikTok, WhatsApp, Messenger, Reddit, VK, Twitch, Yubo, Skype, or Zoom. By law, tech companies are not to allow children UNDER 13 to use social media sites.
- Users must respect and protect the intellectual property of others by:
  - following copyright laws (not making illegal copies of music, games or movies).
  - citing sources when using others' work (not plagiarism).
- Students are responsible for their own devices. Students should not leave their devices unattended. They do not go outside of the classrooms. (Do not take to the washroom, gymnasium or playground unless given permission and under supervision from a teacher).
- Students are strictly prohibited from sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, obscene, or explicit materials.

### Consequences for Violation

- Any device may be inspected for compliance of the acceptable use of policy at any time. There is no implied student privacy.
- Violations of these rules will initially be a warning but depending on severity may also result in disciplinary action. In addition, repeated violations will result in confiscation of the device from the student.
- After 3 separate incidents of the following infractions (listed below), students will be required to visit Mrs. DeSilva and parents will be engaged to assist in brainstorming ways to assist the student to follow outlined procedures in this contract. Then they will then receive their device to use.
  - "forgetting" to appropriately charge chromebook
  - "forgetting" to return device at the end of the day
  - the loss of or misplaced device
- **Defacing an item** - Students will not permanently mark or deface the device or any of its components with ink or stickers. During the end-of-year inventory, **if any defacing is considered as being permanent, the family will be charged for the replacement cost of the marked item.**
- **Malicious damage/loss** - If the school determines that damage or loss was due to an intentional effort, the family will be billed for the repair. If the school determines that damage was intentionally caused by another student, the family of that student will be billed for the repair.

By signing this form, the student and the parent/guardian have reviewed and agree to the terms laid out in the Technology Contract. Parents also understand and agree that video and voice recording of their child may be made either audibly or visually, in classroom settings that are utilizing Zoom, Google Meet or other platforms utilized in flexible online learning or any other online learning platform. Parent releases and holds CPES harmless from any liability stemming from the use of the student's name, photograph, voice, image, or information.

Student Name (please print) \_\_\_\_\_ Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Name (please print) \_\_\_\_\_ Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

## College Park Elementary School Representatives

Principal, M.DeSilva

IT Specialist, A. Lopez

Intermediate Teachers; I. Martin & A. Matthews

Specials Teachers; A. Brown & Z. Scavella