**Technology is a PRIVILEGE**

All technology is to be used in a responsible, ethical, and legal manner.

In keeping with our school’s code of conduct and Oregon’s Educational Technology Standards, all use of technology should occur under the following three conditions:

**RESPECTFUL**

* OF LEARNING: Stay on task. Please be mindful of when, what and where you are able to use the technology.
* OF EQUIPMENT: Treat the computers like they are your own, and for some of you, better than your own☺
* OF OUR LEARNING COMMUNITY: collaborate and share ideas with your peers in order to understand other perspectives and cultures.
* OF OTHERS’ IDEAS: Do not plagiarize or take someone else’s ideas as your own. Always give credit to your source.
* OF YOURSELF: Select online names that are appropriate and consider the information and images that you post online. Do not post personal information about your life.

**RESPONSIBLE**

* Always log out of your account at the end of each class.
* Always return your compute to its appropriate spot.
* Last period of the day will shut down the computer daily.
* Keep water in a closed container and always away from the computers.
* Report occurrences of irresponsible use of technology to teachers or administrators.

**SAFE**

* Keep your account safe. Always log out when you are done using the computer. If you leave the classroom, close the computer.
* We have a zero tolerance policy for cyberbullying: "Cyberbullying" is when a child, preteen or teen is tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another child, preteen or teen using the Internet*, interactive and digital technologies or mobile phones.”*
* Other examples of unsafe, disrespectful and irresponsible use of the technology include, but are not limited to:
1. sending or displaying offensive messages or pictures
2. using offensive or obscene language
3. using others’ passwords
4. trespassing in others’ folders, work or files
5. unauthorized installation of software
6. unauthorized access such as hacking

**ABUSE OF THE PRIVILEGE**

For every abuse of the privilege, students’ Life Skills standard will be affected, and the following disciplinary consequences will be enforced.

**First Offense:** Lose the computer for the class

**Second Offense:** Write a letter to parents about conduct during class and earn a referral.

**Third Offense:** Meet with an administrator to create an individualized contract.

\*Additional disciplinary action (i.e. suspension) may be determined in line with our Rights & Responsibility Handbook regarding inappropriate behavior.

\*When applicable, law enforcement agencies may be involved.

**Students/parents may be held financially responsible for damage, vandalism and/or theft of equipment.**

**Responsible Use of Technology** **Agreement**

Last Name (printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read and I agree to follow the rules contained in the 2012-2013 Responsible Use of Technology Policy. I understand that if I violate the rules contained in the policy, I may face disciplinary measures, as also explained in the Responsible Use Policy.

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent/Guardian Technology Agreement**

I have read the Responsible Use of Technology Agreement Policy. I understand that a violation of this policy may result in disciplinary action taken against my child or child within my care, including but not limited to suspension or revocation of my child’s access to district technology, and suspension or expulsion from school.

I understand that I may be held responsible for damages incurred by my student.

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 Parent Name (printed) Parent Signature

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 Date