



ELEMENTARY RESPONSIBLE USE AGREEMENT (R.U.A.)

As a part of my schoolwork, my school allows me the use of computers and mobile devices with storage space on the server for my work. My behavior and language should follow the same rules I follow in my class and in my school. To help myself and others, I agree to the following promises:

- I will use the computers and mobile devices *only* to do school work, as explained to me by my teacher and not for *any other* reason. I will not use a school computer for personal or illegal purposes.
- I will keep food and drinks away from technology equipment at Ciplc.
- I will be socially responsible by not giving my password to anyone else, and I will not ask for or use anyone else's password.
- I will be safe online by *not* putting on the computer or mobile device my address or telephone number, or any other personal information about myself or anyone else.
- I will use T.H.I.N.K. whenever I am online and not upload, link, or embed an image of myself or others to non-secured, public sites without my teacher's approval.
- I will stand up against cyberbullying and not use the computer to bully or threaten anyone, including teachers, schoolmates or other children.
- I will be socially respectful by not seeing, sending, or uploading anything that says and or shows bad or mean things about anyone.
- I will not damage the computer, mobile devices or anyone else's work.
- I will be a digital citizen by not breaking copyright rules or taking credit for anyone else's work.
- If I have or see a problem with the computer or mobile device, I will tell the teacher. *If the problem is an inappropriate image I will turn off the monitor and then seek help.*
- My computer use is not private; my teacher may look at my work to be sure that I am following these rules, and if I am not, there will be consequences which may include not being able to use the computer.
- I understand that if I violate any of the rules stated above or perform any other disruptive technology-related actions I will be subject to loss of technology privileges, will receive a written referral and may be subject to further administrative disciplinary actions.
- I also understand that I may be financially responsible for the repair or replacement of stolen or abused hardware or materials.

Student Signature: _____ **Date:** _____

I, the parent/guardian of this student, hereby endorse and support this R.U.A.

Parent Signature: _____ **Date:** _____