Classroom Acceptable Use Policy

**Mrs. Gretzingers Acceptable Use Policy (AUP)**

This year we have the benefit of a classroom set of Chromebooks that will allow us to have 1:1 computer access. Students will also be allowed to bring their personal devices (cell phones) to class and use them for educational purposes. Below you will find the my expectations of how students should conduct themselves with technology in my room. Please read over this carefully and sign the document along with a parent or legal guardian. Students will not be able to access any technology without this form signed by a parent or guardian. **Access to technology is a privilege not a right, and students can be denied access for unacceptable behavior.**

**General Information and Expectations:** Students should only get on the Chromebooks after being directed to or after asking permission and they should only be on their assigned device. Chromebooks never, ever leave the classroom, don’t even ask. Students will only be able to log into the Chromebooks from their school email accounts. Student access to the devices will be monitored by software that allows the teacher to view student screens at any time. All technology used in the classroom is subject to search the same as a backpack or locker and should be treated as public not private. Acceptable usage below also applies to any personal devices in the classroom (cell phones). Technology as listed below includes but is not limited to: Chromebooks, Personal devices, any web content or applications accessed during class.

**Violation of Acceptable Use:** Failure to follow the guidelines could result in loss of access to technology for a time period to be determined by the teacher, and or office referral depending on the severity of abuse. Students are also expected to follow the guidelines laid out in the student handbook and school wide Acceptable Use Policy.

**Acceptable and Unacceptable Uses for technology in the classroom:**

* Students are expected to use technology only in the manner directed by the teacher
* Students are expected to conduct themselves on technology in an appropriate and professional manner. This includes using proper grammar, punctuation and writing in complete sentences;
* Access to technology should never be used in a way that could be considered bullying.
* It is never acceptable to type things that you wouldn’t or shouldn’t say out loud.
* Never remove or replace keys or other parts of the computer. If you find a key missing or loose have the teacher fix it.
* Students are given a great deal of freedom with access to social media and messaging applications. Always be aware that everything done on the computer is visible to school staff and not private.
* It is unacceptable to violate anyone's privacy with technology, this includes taking video or pictures of another student.
* Student are not to violate the privacy or ownership of anyone else on the technology. This includes working on an account that someone else is signed into or passing someone else's work off as your own.
* Students will have the privilege to access some social media for class purposes but any abuse of this will result in a loss of technology access.
* If you feel someone is violating acceptable usage you can message the teacher if you don’t want to say something out loud.

Please sign below to indicate that you have read, understand and plan to follow the acceptable usage policy.

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Parent or Guardian\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_