

Elementary School Digital Responsibility Contract

John Henderson Elementary School

I Take Care of Others by

- preparing to learn each day
- always trying my best
- using technology appropriately
- protecting myself

I Take Care of Others by

- being kind to others
- using respectful language
- respecting the work of others
- supporting other students

I Take Care of this Place by

- keeping my technology in good working condition
- treating all technology with care

Student Behaviour Expectations

1 My Device, I will...

- ✓ Label my device and device case with my full name and phone number
- ✓ Safeguard my device with a high-impact protective case
- ✓ Bring my device everyday fully charged
- ✓ Take my device home everyday
- ✓ Keep my device software up to date and legal
- ✓ Delete apps that I no longer use
- ✓ Learn how to restart my device

2 Websites and Email, I will...

- ✓ Use the Internet for educational purposes
- ✓ Only use appropriate Internet sites and apps
- ✓ Respect copyright laws and give credit to sources I use in assignments
- ✓ Never share personal information
- ✓ Only save materials or images that are relevant to my studies
- ✓ Use email and other accounts responsibly
- ✓ Only send and receive appropriate material

3 Duty to Report, I will...

- ✓ Be aware of off-task behavior or misuse
- ✓ Take ownership and be a part of the solution
- ✓ Report misconduct to my classroom teacher

4 Before and After School, I will...

- ✓ Keep my device in my backpack when traveling to and from school
- ✓ Make arrangements with a parent, coach, or other trusted adult to keep my device safe during after-school activities

**DO NOT LEAVE YOUR BACKPACK UNATTENDED –
THE SCHOOL IS NOT RESPONSIBLE FOR IT**

5 At Recess and Lunch, I will...

- ✓ Always place my device in a classroom locked cabinet
- ✓ Ask an adult for assistance if I need it

6 During Class Time, I will...

- ✓ Keep my device with me or locked in a classroom cabinet at ALL times
- ✓ Use my device for educational purposes only
- ✓ Work on the tasks assigned by my teacher
- ✓ Keep passwords and access codes private
- ✓ Mute my device's sound feature
- ✓ Seek help from "Digital Guides" (classmates with technological experience)
- ✓ Respect online sites and materials
- ✓ Respect my own and others' privacy – never reveal addresses, phone numbers, or pictures online

Parent/Guardian and Child Commitment

As the parent / guardian of _____, I understand that the School District does not assume responsibility for the safe keeping of electronic devices that students bring to school and that no compensation is available from the School District because a device brought to school by my child becomes lost, stolen or damaged. I have reviewed the Student Behaviour Expectations with my child. We understand that it is our responsibility to comply with these expectations and to work together with the school to create a safe and respectful community where every student uses technology in a responsible way.

I _____ have read this Digital Responsibility Contract with my parents/guardians and I am committed to following the Student Behaviour Expectations and doing my part in creating a safe and respectful community where I use technology in a responsible way.

PARENT/GUARDIAN PRINT NAME HERE PARENT/GUARDIAN SIGN HERE

STUDENT PRINT NAME HERE STUDENT SIGN HERE Date

Digital Responsibility Home Contract

Access to technology is growing in importance for supporting and enhancing students' learning. To enable more regular access to technology for learning, our school encourages students who have their own technology, to bring it to school to use as part of their learning. It is essential that parents or guardians join with us in providing a safe and productive environment for students to use their technology. Before your child can bring their own technology to school, we require your commitment to the following important practices to manage your child's home use of technology.

Parental/Guardian Commitments

I understand that it is important to:

- ✓ Keep the technology my child uses in a central and visible location
- ✓ Regularly monitor my child's Internet browser history
- ✓ Monitor my child's 'screen time' in the evenings and after school (a suggested practice: 1 hour per night and 2 hours on weekends; <https://www.common sense media.org/screen-time/how-much-screen-time-is-ok-for-my-kids>)
- ✓ Educate myself about what my child is doing with their technology and be aware of who they are communicating with
- ✓ Limit my child's use of social media until they are 13 years old as required by social media terms of service
- ✓ Monitor and guide my child's conversations using technology (messaging, posting, emailing, texting) for kind and respectful language and behavior
- ✓ Be aware of and ask my child questions about suspicious behavior such as my child switching applications or turning off their technology when adults approach them

I understand the consequences for my child if they use their technology in unacceptable ways and will:

- ✓ Suspend my child's use of their technology and inform my child's teacher by sending a note to school

Parent/Guardian Commitment

As the parent / guardian of _____, I understand that my child's school and the Vancouver School District is supporting my child by using technology in an educational manner. I understand my responsibility to monitor my child's online behavior from home and to protect and hold harmless the School District from and against any claims that may be brought against the School District and arising from my child's misuse of technology that occurs when away from the school (such as at home). We have reviewed the Digital Responsibility Home Contract with our child. We understand that it is all our responsibility to work together to create a safe and respectful community, where every student uses technology in a responsible way.

I _____ have read this Digital Responsibility Home Contract with my parents/guardians and I am committed to doing my part in creating a safe and respectful community where I use technology in a responsible way.

PARENT/GUARDIAN PRINT NAME HERE

PARENT/GUARDIAN SIGN HERE

STUDENT PRINT NAME HERE

STUDENT SIGN HERE

Date

Review: <http://aup.vsb.bc.ca> (VSB acceptable use policy) and <http://govsb.ca/BYOD> (available Fall 2018)