



Student Responsible Use Policy

At Beauvoir we strive to be responsible and respectful digital citizens. We will be responsible members of the Beauvoir community by being respectful and considerate users and creators of technology. We will carry out good manners and practice responsible use of electronic information and communication tools. As digital citizens, we will follow the guidelines written below and be held accountable when using technology. We will practice safe and secure use of digital media in and out of the classroom. Using technology at Beauvoir is a privilege and we will be responsible citizens in our digital community.

- We will always follow the Beauvoir Life Rules when using technology.
- We will use technology only for school related learning/projects.
- We will not download any materials on the school computers.
- We will only go into our own files and folders—respect of privacy.
- We will only access the Internet under direct supervision of adults.
- We will not share any private information about ourselves or others on the Internet such as our last names or addresses and will only use first names online with our parent's or teacher's approval.
- We will search with safe search engines using the Internet.
- We will always cite and give credit to the author if we copy words, pictures, video or any other material from the Internet.
- When using communication tools, we will be respectful with our written work.
- We will not use technology in a manner that can hurt other's feelings.
- We can use our personal technology only with the prior approval of the teacher.
- If we open something that is unfamiliar or inappropriate when using the Internet, we will immediately stop, close the lid and seek an adult's help.

The following are terms referred to in this document:

- Technology refers to: laptops in classrooms, laptops on carts, desktops in the library, digital cameras, digital camcorders, LCD projectors, document cameras, digital audio/video players, software, Internet access or any other digital media.
- Personal technology refers to: laptops, digital cameras, digital camcorders, CDs / DVDs, software, iPods, iPhones, iTouch, iPads, cell phones, flash drives, external hard drives or any other peripherals associated with technology.
- Download refers to: saving or copying files onto the computer from the Internet or other sources.

Student Name _____

Student Signature _____

Date _____

Due by Friday October 7th, 2011