

Acton-Boxborough Regional School District Empowered Digital Use Student Contract

Revised August 2018

In order to use any online resource safely and responsibly in a school setting, I agree to follow these rules:

I am responsible for my ABSchools Google account and computer network account.

- I will keep my password private and I will log off of my ABSchools account when I am done using it.
- I am responsible for my language and will only use language on the Internet and in my school email that I would use in the classroom with my teacher.
- I will use ABSchools to support my learning.
- I will not email my classmates or anyone else while class is in session. I will follow my teacher's rules regarding the use of email in school and outside of school.
- I am allowed to use ABSchools outside of school, but I must follow my parents' rules for when I can access my account and be mindful of what I am sending:
 - I am allowed to use my ABSchools account for learning purposes.
 - I will not write anything mean, hurtful or bothersome to another person.
 - I will tell a teacher if I see anything hurtful to another student online.
 - If I accidentally access an inappropriate website or image I will immediately tell my teacher or parent.

I am respectful of myself and my classmates when I am online.

- I will only look for web pages with pictures, words, or sounds that are appropriate in school and don't contain violent or adult-only content.
- I will not write anything or post pictures or videos that are hurtful or embarrassing to anyone while I am online.
- I will not pretend to be anyone else online.
- I will not send email, create an account, or post any words, pictures, or sounds using someone else's name.
- I will not use another person's login name or password.
- I will not post any personal information about myself or anyone else while online, such as first and last name, photos, addresses, phone number, or schedules.
- I will respect the use of Google apps and my classmates' access to shared files.

I am aware of potential consequences if I do not follow these rules. Consequences will be determined at the discretion of the teacher and/or the administration.

Potential consequences may include, but are not limited to, the following:

- Written or Verbal Warning
- Call to parents
- Apology of Action using digital tools
- Loss of ABSchools access
- Meeting with the Administration

I understand that parent/guardians, teachers, and school administration have access to my digital information that is sent, received or stored, on any school district accounts, hardware or devices including emails, and that that information is subject to the MA Public Records Law and should not be considered private.

I agree to follow these rules and to use technology in a safe and responsible way to further my education.

Student Signature: _____ Date: _____

As the parent/guardian of _____ (please print student name), I agree to support these rules at home while my child is using his/her ABSchools account.

Parent Signature: _____ Date: _____