

## **The use of DMCS Technology is a privilege NOT a right**

The ability to use Computer Technology is provided to students at DMCS as a tool to help support learning and to teach them to be productive citizens later in life. The Computers, Chromebooks and Internet should ONLY be used for educational purposes only. This includes emailing students, teachers, checking ALMA and completing assignments that require the use of the Internet for research.

A breach in miss-use of the equipment or browsing of the Internet will result in consequences. This information was provided to all students and parents at the beginning of the year in the Middle School handbook. Please review these rules once again and acknowledge by signing below.

### **Please refrain from emailing others during instructional time**

#### **Q. Can I use my school email account at home?**

A. Yes, show your technological skills to communicate with other students and teachers at DMCS about school related topics.

#### **Q. Can I email my friends at home using my school email account?**

A. Yes, as long as it is school related and they attend DMCS.

#### **Q. Can I email during school time and what can I email about?**

A. Show that you are a motivational learner by emailing information related to school work if it is appropriate during class time.

#### **Q. If someone leaves their Gmail account open on a computer what should I do?**

A. Be a respectful citizen. You should log them out and let the teacher know so that the teacher can remind the student to log out of their account next time.

## **Acceptable Use Policy**

The following are not permitted:

- Sharing account information or using others' accounts
- Using the DMCS network irresponsibly or primarily for non-educational purposes
- Accessing, posting, submitting, publishing or displaying harmful or inappropriate matter
- Disclosing or disseminating personal identification information about themselves or others

- Encouraging the use of controlled substances or promoting unethical activities
- Violating copyright laws
- Damaging or harming equipment, system or network hardware, software, data or other resources will result in fee's charged to the parents of the user
- Trespassing in or harming others' files, including email

Inappropriate use shall result in a cancellation of the students' user privileges, disciplinary action and/or legal action in accordance with law and school policy.

## **Consequences if you break the email rules**

### **1st offence:**

Warning

### **2nd offence:**

Loss of email privileges for 1 week. Parent will be contacted by teacher. 1 Detention (Student will still be able to access Google Docs but will not be able to share the document with others.)

### **3rd offence:**

Loss of email privileges until the end of the trimester in which the violation took place. Serve two detentions.

Parent will be contacted by teacher.

**BASIC INTERNET ACCESS** - I hereby consent for my child to utilize the school Internet services, and for disclosure of the following information when related to an online assessment, activity or an academic assignment at DMCS, in accordance with the Family Educational and Privacy Rights Act, 20 USC §1232g:

### **Please return to your technology teacher**

### **As a parent /guardian I am giving my child permission too:**

- Basic Internet Access -permission for my child to utilize the school Internet services
- Publication on the DMCS website of my child's creative efforts, including stories and artwork
- Take online assessments including but not limited to CAASP

I understand if I break the rules there will be consequences.

Student printed name: \_\_\_\_\_ Date: \_\_\_\_\_

Student signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_