



2019-2020 ELECTRONIC USE POLICY AND FAMILY AGREEMENT

Except with teacher supervision, students are not allowed to use mobile phones at school, at school events, or on school outings. Phones must be checked in at the front desk upon arrival each day. Students check out phones at dismissal time. Cell phones used at school without authorization will be confiscated and returned to a parent/guardian.

Acceptable Use

At school and during school-sponsored events, Wi-Fi and internet access is expected to be used for educational purposes. If a student is uncertain about whether a particular use is acceptable or appropriate, he or she should consult a supervising adult. Each user is responsible for following the rules of etiquette and safety.

Rules for Etiquette and Safety

- Be polite. When sending emails, texts, comments, or media, refrain from using abusive, obscene, or threatening tone or intent.
- Be cautious. Use only first name and last initial. Do not reveal personal information including home address, phone numbers, or passwords; this applies to the personal information of others.
- Be secure. Sign out of all accounts before closing programs or shutting down. Multiple users increase the chance of security issues. Notify an adult immediately if you notice a problem or suspect a breach.

Unacceptable Use

Any of the following actions are considered unacceptable and will be subject to disciplinary action:

- Unauthorized use of phone during school.
- Use of profane, abusive, threatening, or harassing statements.
- Deleting, copying, modifying, or forging other users' names, emails, files, or data.
- Damaging, deleting, or modifying computer equipment, files, or data or in any way intentionally accessing or downloading computer viruses or other harmful files or programs.

I have read, understand, and will abide by the Electronic Use Policy of The Crowden School.

<i>Student Signature</i>	<i>Print First and Last Name</i>	<i>Date</i>
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<i>Parent/Guardian Signature</i>	<i>Print First and Last Name</i>	<i>Date</i>
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