



ÉCOLE HAMPSTEAD SCHOOL

SINCE 1925

HAMPSTEAD SCHOOL ACCEPTABLE USE POLICY 2023-2024

At Hampstead School, we believe that technology can be a powerful tool to enhance learning, enabling students to access information and collaborate with others across the school, community, and the internet. We believe all students, staff, guardian (s), and parent (s) must be good digital citizens by following standards of acceptable use when using personal or school-owned technology.

All students must have a current Technology User Agreement signed and in place prior to being allowed access to the school network. This declaration is an additional document that outlines the standards of acceptable use for students using a personal or school device. Once signed, it will act as an agreement between Hampstead School, EMSB and the student/parent/guardian.

The Hampstead School Code of Conduct and the EMSB Information and Technologies Access and Acceptable Use policy apply to everyone.

General

- The devices used on Hampstead School premises are intended and should be used as pedagogical tools for supporting a student's success in their school work.
- The teachers and school administrator will monitor (as needed) user activity, examine files, etc., on the devices, (i.e., students/parents should not have an expectation of privacy with respect to files, emails, and other activities on the devices) to ensure that the student use of the devices is respecting the restrictions.

Some definitions:

Careful, responsible, and appropriate usage of technology is decided by Hampstead School's administration and teachers.

The interpretation of these terms is guided by the Hampstead School Code of Conduct.

Student Declaration

Please take this opportunity to have a conversation with your child about the empowerment of technology use and responsibilities, so that together we can continue to give your children the necessary essential skills when using technology as part of their everyday life.

As a student of Hampstead, I value having access to technology to support my learning. I know that along with this privilege comes great responsibility. To demonstrate my commitment and understanding of the level of responsibility required, I have initialed each of the expectations and guidelines listed on the next page. (Note: Each item must be initialed by the student and his/her parent/guardian to show that together they have reviewed each item and that the student will abide by the rules and expectations laid out for technology use.)

This declaration must be reviewed and signed by both the student and their parent/guardian in order for students to use any electronic devices at school.

Students found to be in violation of the Usage Agreement or the appropriate use policies of the English Montreal School Board will be subject to disciplinary measures. Any disciplinary measures which must be taken with respect to this acceptable use policy will follow the Hampstead School Code of Conduct and the stated policies of the English Montreal School Board.

I have read and acknowledge the declaration above:

Student Name (print)

Student Signature

Parent Name (print)

Parent Signature



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Student Name: _____

Student's Initials	Parent's/ Guardian's Initials	Regulations and Requirements
		I will remain connected to the school wireless network with a device, and will NOT connect to any other (external) wireless network, even though other networks from the neighbourhood might be visible within the school.
		I will use electronic devices in class or school activities only with a teacher's permission and for appropriate purposes, including, internet access, pictures, audio, and video recording.
		I understand that I have several electronic resources available to me that have been provided by the school board including, iWork, GSuite Education apps.
		I may use online communication and collaboration tools such as GSuite Education apps, etc. I will use them appropriately for learning purposes. <u><i>I will not use any types of social media communication or messaging services during school hours</i></u> such as (Facebook, Twitter, Snapchat, Instagram, etc).
		I will <u>not</u> communicate with my parent(s)/guardian(s) or others using messaging services/apps during the school day.
		I understand that I cannot install a personal Apple ID or password on a <u>shared school device</u> . A School Apple ID will be assigned to each student.

Student Declaration

This is to certify that I (please print student's name) _____, has read, understand, and initialed this document and will abide by all the acceptable use requirements set forth in this agreement. I agree that, should I fail to keep my commitment to upholding the standards listed above, I may have my school technology privileges revoked either temporarily or permanently. I understand there may be other disciplinary consequences if I break these school rules.

Parent/Guardian Endorsement

I have reviewed this document and initialed each paragraph with my child. I have discussed the importance of this agreement with my child. My child and I understand the expectations and responsibilities associated with the proper care and handling of personal devices while at school, as well as the appropriate and ethical use of technology at school. My child is clear that the consequences of not upholding his/her responsibilities will result in his/her technology privileges being withdrawn.

Parent/Guardian Signature

Date

Student Signature

Date