

Mrs. Springhart's 1st Grade Classroom

Acceptable Use Policy

Dear Grown-Ups and Kiddos,

We are blessed to have a lot of technology to use in our classroom, from iPads and headphones to computers and our Smartboard. I want us to have a fun, safe, and structured school year, so in order to do that, let's talk about some rules for our classroom and especially the technology we will use in class this year.

Classroom Rules

1. Always use kind words and be respectful of others' feelings.
2. Keep your hands, feet, and stuff to yourself—no one else.
3. If Ms. Springhart is talking, you should be silent and listening.
4. Try your best. I know you can! If you get stuck or are having trouble, ask for help!
5. Always tell the truth. It will save you a lot of trouble.

Consequences:

1st offense: Verbal warning and conversation about our technology and how we should treat it.

2nd offense: Final verbal warning and loss of tech privileges for the remainder of the day.

3rd offense: Parental involvement and loss of tech privileges for one full day.

Parent/Guardian signature: _____

Student initials: _____

Technology and Device Rules:

1. Always use **two, clean hands** whenever you handle the iPad, headphones, computers, or the Smartboard.
2. No food or drinks near the computers, iPads, or Smartboard.
3. Only use the apps, programs, and websites that Ms. Springhart tells you you can use.
4. When you are finished with an iPad, close out of all programs and apps and then put the iPad on charge in a safe place.
5. Never touch the Smartboard without asking Ms. Springhart.
6. If something goes wrong with an iPad, computer, or the Smartboard, tell me immediately.
7. Always use headphones for sound.
8. Be gentle. No horsing around or playing around tech! We need to take care of our tech!

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Internet Rules:

1. Never use the Internet to tease, be mean to, talk down to, or hurt the feelings of anyone else.
2. If something comes up on our screen that is bad, scary, inappropriate, or seems not right, tell Ms. Springhart immediately.
3. Do not give any of your information out on the internet.
4. Never give anyone else your password.
5. Only get on the Internet (Safari, Internet Explorer, Chrome, etc.) when you've asked first.
6. Get off the Internet when Ms. Springhart asks you to.
7. Do not download anything or go to any website I haven't given you permission for.

Consequences:

1st offense: Verbal warning and conversation about our technology and how we should treat it.

2nd offense: Final verbal warning and loss of tech privileges for the remainder of the day.

3rd offense: Parental involvement and loss of tech privileges for one full day.

Parent/Guardian signature: _____

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Other Words to Know:

- **Copyright:** Copyright laws protect people's online creations—websites, pictures, videos, songs, words, or anything else—and keep other people from stealing them.

- Fair use: Fair use laws or agreements mean that someone is giving you permission to use something they've made, but you must be careful not to use it in a way that makes it seem like it's yours. That would be dishonest and make the person who created it very upset!
- Plagiarism: Plagiarism is when you take someone else's work, ideas, words, or creations and pass it on as your own. This is a form of cheating and it is very bad! We never want to plagiarize.

Thank you for taking the time to read this so that we can all be on the same level when it comes to technology. I'm so excited to have you in my classroom! Please make sure to sign each of these pages and date below. Let's have the best year ever!

Parent/Guardian signature: _____

Student initials: _____

Date: _____