## Lucinda Speak

# Acceptable Use Policy

This year in Mrs. Speak's Fifth grade class, we will be exploring a lot of important concepts and taking part in many activities. In order to make sure that everyone has the best experience possible, we must all work together to ensure that our classroom is a safe and fun environment. Below I have listed guidelines for conduct in our class.

#### Classroom Rules

- 1. In our classroom, we respect one another.
- 2. In our classroom, asking questions is a good thing.
- 3. In our classroom, we follow directions and listen carefully.
- 4. In our classroom, we are ALL friends and we work as a team.
- 5. In our classroom, we understand that fairness doesn't equal sameness.

### Technology Use Rules

- 1. Everyone gets a turn, unless I say otherwise.
- 2. Having iPads/Computers is a privilege, and privileges can be taken away.
- 3. We won't ever be on the computer or iPads for more than thirty minutes.
- 4. Every student needs their own pair of headphones, do not share.
- 5. Cell phones should be turned off and left in your backpack.

#### Internet Use Rules

- 1. Never say anything on the internet that you wouldn't say in person, be kind.
- 2. Never click on links or ads unless I instruct you otherwise.
- 3. When we are doing activities online, we work diligently, we do not secretly play games.
- 4. Never get on a site that I haven't instructed you to visit.
- 5. Never chat with strangers online and remember that your private information is private.

### Consequences of breaking the rules

- First offense results in a verbal warning and privileges possibly being temporarily revoked.
- Second offense means privilege revocation and possible detention.
- Third offense results in a trip to the office, a call home, and possible suspension or expulsion (depending on the offense).

### Plagiarism

Using someone else's work and calling it your own is plagiarism. Plagiarism in my class will result in a zero for the assignment and disciplinary action. Punishment for plagiarism is at mine and the principal's discretion and could mean anything from a full week of detention to expulsion. Copyright laws protect the people who publish work for others to use from having

their ideas stolen. Using materials for plagiarism which are Copyright can result in legal action, so it is very important to site sources and limit your use of unoriginal works.

### Fair Use

There are situations when it is acceptable to display someone else's work along with your own, given that we credit the people who created it. This includes, but is not limited to, texts, photos, and musical compositions. If you use someone else's work to help your own, it is important to make sure and mention who's work it is.