

# Acceptable Use Policy (Dos and Don't in Ms. Susan's Classroom)



**Description:** This document lays out the expectations for students in Ms. Susan's classroom when it comes to behavior and the use of technology. Consequences are listed but are subject to change according to severity and nature of offense.

## Classroom Rules:

1. Be respectful of others and self
2. Listen when others are talking
3. Ask for help when needed and be quick to help others
4. Be kind.
5. Respect school and personal Property
6. Try your best and work hard

## Technology Rules:

1. Do not eat or drink while using technology
2. Print only what is necessary for your project (if you are unsure, check with Ms. Susan)
3. Return devices to correct charging station/shelf
4. Do not remove devices from classroom unless directed by Ms. Susan
5. Play games only during "free time"
6. Be quick to share technology and patient while waiting.
7. When listening to audio, use headphones.
8. Immediately report to Ms. Susan when device is broken.

## Internet Rules:

1. Connect to internet only when application requires it or you are researching
2. Refrain from inappropriate searches/websites
3. Do not attempt any purchases
4. Do not use social media or other communicative medias unless directed by teacher
5. Check reliability of sources.

## Possible Consequences for Breaking Rules

- **First offense:** let off as an offense; may contact parent; temporary loss of free time
- **Second offense:** contact parent; temporary technology suspension.
- **Third offense:** may lead to conference with teacher, parent, and principal; may result in loss of technology privileges

**\*\*all are subject to teacher's discretion depending on severity and nature of offense\*\***

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Student Initials \_\_\_\_\_ Parent Initials \_\_\_\_\_ Teacher Initials \_\_\_\_\_

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## Additional Information:

\*\*\*See website for more information\*\*\*

**Plagiarism:** using someone's work or idea and presenting it as your own without giving credit to the original author/thinker.

- **This includes having another student doing the work for you and copying off of each other.**
- **This behavior will not be tolerated.**

**Copyright:** the legal right that a creator has to his or her intellectual property that prevents others from "copying" or reusing it without their permission. To gain permission, you typically have to pay a fee.

**Fair Use:** policy that permits the use of copyrighted materials without permission or paying a fee for specific circumstances.

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## Signature Page:

By signing and initialing this document I acknowledge that I have read and understand the expectations for me/my child in Ms. Susan's classroom. I will abide by these rules and will take responsibility for my actions when I choose not to.

Student \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_\_

Teacher \_\_\_\_\_ Date \_\_\_\_\_