

## Responsible Technology Use for Elementary Students

Using your device is a privilege, and any privilege comes with responsibility. These are the expectations anytime you are using a school provided device or if using a personal device at school.

The Technology Responsible Use Agreement is based on Polk County Public School's Student Code of Conduct, which can be found on the PCPS website (<https://polkschoolsfl.com/codeofconduct/>).

### Using technology

- I will bring my device to school each day.
- I will only use my device when my teacher instructs me to or other appropriate times.
- I will put my device away when instructed.
- I will take care of my device and keep it charged.
- I will only install apps that are approved by my teacher.

### Technology purpose

- I will use my device to learn new things.
- I will use my device to check and verify that information is accurate.
- I will give credit to the creators of information or media that are not my own.
- I will respect the district network's security measures.

### Digital citizenship

- I will be a good cyber-friend by being honest, kind, and respectful when I communicate using my device.
- I will not take or post pictures or videos of someone without their permission.
- I will only share appropriate content with others.
- I will not share personal information (either my own or another student's), including references to where I live, details about family or friends (including names), my age, birthday, home address, or telephone number on the internet.
- I will not impersonate others or try to trick people into thinking what I wrote was done by someone else.
- I will tell my teacher or a trusted adult if I am contacted online by someone I do not know.

### Technology concerns

- When I do something that is not in line with this agreement, I will talk to a teacher or trusted adult who will help me figure out how to make it right.
- I will immediately stop and tell a trusted adult at school if anything happens on my device or on the internet that does not seem right or that makes me feel uncomfortable.
- If something does not work correctly or gets broken, I will tell my teacher right away.

I understand that using any school technology or network is a privilege I must earn through responsible use.

When I do something with my device that is not in line with this agreement, I will let a trusted adult know and ask them to help me make it right. If I can't consistently keep up my part of this agreement, I understand that privileges may be removed for a time and that I may face additional consequences.