



WETASKIWIN REGIONAL PUBLIC SCHOOLS
"Inspiring students to become the best they can be."

FORM 140-1

TECHNOLOGY RESPONSIBLE USE AGREEMENT

We believe that technology can play an important role in students' education so they can access and share information from the internet, collaborate with others, personalize their learning, and utilize the tools available to them. All WRPS students have a Google Workspace for Education Account, where they access Core Services like Gmail, Calendar, Classroom, Assignments, Contacts, Drive, Docs, Forms, Groups, Sheets, Sites, Slides, Chat, Meet, Vault and Chrome Sync. Additional services in Google such as Search, YouTube, and Maps may also be accessed for learning. Please review the [privacy agreement for Google Workspace accounts](#).

Teachers may also choose for students to access Third Party Applications (not developed by Google) to enhance learning. Third party applications used in WRPS include, but is not limited to: OrbitNote

- Canva
- Read&Write by TextHelp
- Prodigy Education
- Blooket
- Quizlet
- Read Theory
- Nitro Type
- Kahoot!
- Grammarly
- Quizizz
- Typing Club
- Book Creator
- Typing.com
- Autodesk Inc
- 99 Math
- 3P Learning (Reading Eggs and/or Mathletics)
- IXL Learning (Math and/or English)
- Kids A-Z
- Desmos
- Boom Cards
- Powtoon
- Pixlr Suite
- Newsela
- Lum.io (SMART)
- Khan Academy
- code.org
- Scratch
- Codinville
- Wonderville
- Teach Your Monster to Read
- Tynker
- Tinkercad
- Dreamscape

SeeSaw will be used in Early Education, Kindergarten as well as in other classes SeeSaw involves students creating audio and video recording and capturing images to demonstrate their learning and thinking. For more information: <https://web.seesaw.me/privacy-policy>. A separate consent form will be sent home for SeeSaw.

Third party applications may require teachers to send home an additional consent form that applies specifically to that application.

While using technology, students are expected to adhere to the following rules when using school or personally owned digital devices:

- I will only use a device when I have permission.
- I will only say positive things about others.
- I will only do the task that I am allowed to do.
- I will not download anything without first getting permission from my teacher.
- I will report where I get my information.
- I will check that the information I find is true.
- I will only share pictures and stories about myself when my teacher tells me to.
- I will tell my teacher or parents if anyone is unkind to me or unkind to anyone else on the computer.
- I will talk to my parents and teacher about all of my online friends.
- I will only go to internet places that are nice and I will tell my parents or teacher if I go to a place that is negative, unkind or rude.
- I will not share my password.

While using technology, students are expected to adhere to the following rules when using school or personally owned digital devices:

Responsible Use

- I will follow school rules and meet the expectations of a responsible [digital citizen](#).
- I will take full responsibility for, and respectfully use, all IT resources and equipment available to me.
- I will take responsibility for my actions when viewing and posting information and images online.
- I will treat others with respect and use appropriate language and images when communicating with others.
- I will only use IT resources and equipment for legal and appropriate activities.
- I will abide by [copyright laws](#) and use correct citations of my information sources.
- I will only use my own account and electronic data unless granted sharing permission by another user.
- I will use IT equipment, bandwidth, and file space responsibly.
- I will keep my [password](#) confidential. I will memorize my password and change it as prompted.
- I understand I am responsible for any actions performed on the computer while I am logged on, therefore I will always log out when finished on the computer or when I am away from the workstation.
- I understand that I am only permitted to use one device at a time on our wireless network.

Safe Use

- I will keep my personal information secure, including my age, address, schedule of activities, and phone number.
- I will help maintain a [safe computing environment](#) by reporting any inappropriate material, security, or network problems to a teacher, administrator, or system administrator.
- I understand the division uses a web filter to safeguard students and staff from inappropriate content, but that it may not always be possible to block inappropriate content.
- I will not further distribute inappropriate content.

Appropriate Use

- I will obtain permission of the individual(s) involved and of a school staff member before photographing, videoing, publishing, sending, or displaying their information online.
- I will obtain permission from individual(s) when sharing commonly created electronic data.
- I will use IT resources and equipment in a positive manner so as not to disturb system performance and to not breach security standards.
- I will not use any WRPS' IT resources for political lobbying, product advertising, personal profit, or private business.
- I will only download, save, or install either full or portions of any software, music, movies, and images in accordance with WRPS' standards and copyright laws.

Reliability

- I understand teachers and technicians do their best to ensure the availability and reliability of WRPS' IT resources; however, I also understand IT resources may be unavailable at times due to extenuating circumstances.
- I understand not all information on the Internet is true and accurate, therefore I will learn to assess the information that I find.
- I understand that my data is stored on [servers in the United States](#) and is subject to [Google Privacy policies](#) and United States law.
- I understand Network Administrators may review files and communications to maintain the integrity of the system and to ensure responsible use.

Personally-Owned Devices

Schools determine and communicate the conditions for students to bring their personally owned devices to school. When students use their own personal electronic devices, they will be able to log onto the WRPS guest network. When using a personal device, all of the above conditions apply, in addition to the following:

- I realize that by registering/using my personal device on the WRPS guest network, the device can be monitored and my computing activities can be traced back to me.
- I will only connect to the wireless network, and not the wired network or any other external network, even though other networks from the neighborhood might be visible to me.
- I will ensure my personal device is equipped with current virus protection software if supported by the device.
- I will turn off all peer-to-peer sharing (music/video/gaming) software or web-hosting services on my device while connected to the WRPS guest network for example BitTorrent, LimeWire, and FilesWire.
- I will use my personal electronic device appropriately during class/business time. During non- instructional/non-work

times, students and staff may use their personal electronic devices providing that they adhere to the expectations of this agreement.

- I understand the security, care, connectivity, and maintenance of my device is my responsibility.
- I understand WRPS is not responsible for the loss, theft, or damage of my device.
- I understand technical support for my personal electronic devices is my responsibility.

REQUIRED SIGNATURES

STUDENT

I understand that when I am using the Internet I must adhere to all rules of courtesy, etiquette and laws regarding access and copying of information as prescribed by International, Federal, Provincial or Municipal law and the policies and regulations of the Division.

My signature below means that I agree to follow the guidelines of WRPS' Technology Responsible Use Agreement.

Student Name (please print) _____

Signature: _____ Date: _____

PARENT/GUARDIAN AGREEMENT *(For students under 18 years of age on September 1st, they must also have the signature of a parent or guardian who has read this agreement.)*

As the [parent or guardian](#) of this student, I have read WRPS' Technology Responsible Use Agreement and understand that Internet access is designed for educational purposes. I understand that it is impossible for the Division to restrict access to all unacceptable materials and I will not hold the Division responsible for materials acquired on the Internet. I have reviewed all of the points under this agreement with my child. I hereby give my permission for my child to access the Internet.

Parent/Guardian Name (please print) _____

Signature: _____ Date: _____