

Santan Junior High School

Code of Responsible Computing (*Yearbook Students*)

Respect for Privacy	I will respect others' right to privacy. I will only access, look in or use other individuals' information on the computer or through the Internet/Intranet if I have permission from the individual and teacher.
Respect for Property	I will respect school property and the property belonging to fellow students and teachers. I realize that if I intentionally damage any of the hardware at my workstation or peripheral devices (cameras, tripods, green screens, etc.), I will be held responsible.
Respect for Others and the Law	I will only use school technology for purposes that are not harmful to others and that are within the law. I will follow Fair Use guidelines when using the work of others in my own projects, and I will not violate Copyright laws.
Acceptable use of the Internet	I will use my Santan JHS Internet access for educational and research purposes only. I will be polite and private at all times while on the Internet. I will be responsible, avoid questionable materials, and use appropriate language at all times. If I see inappropriate images, media, or language while on the Internet, I will exit the site immediately and report it to my teacher in a calm and quiet manner. I will not download or publish any files or information unless my teacher has given me permission. I realize that the use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of that privilege.
Bring Your Own Technology	If I choose to bring my own electronic device (smartphone, tablet, etc.) into the classroom, I acknowledge that I am solely responsible for keeping it safe and in my possession. I acknowledge that my device can only be used with the teacher's permission and to do schoolwork as approved by the teacher. I further acknowledge that if I choose to use my device for non-school related purposes, it may be confiscated from me.

Student Agreement

I understand and will abide by the above "Code of Responsible Computing." I further understand that any violation of the regulations above will result in disciplinary action and that my computer privileges may be revoked. **As a member of the Yearbook Staff**, I also understand that I will occasionally be required to be at school outside of regular school hours to work on announcements, capture video, etc.

Student Name (printed): _____ Day: ____ Period: _____

Student Signature: _____ Date: ____/____/____

Parent/Guardian Agreement

As the parent or guardian of this student, I have read this document. I understand the Internet is meant to be used throughout my child's computer technology course as a valuable information medium and as an important communication tool. I further understand that Santan Junior High School has taken precautions to eliminate access to controversial material via the Internet. However, I also recognize it is impossible for Santan to block online access to all questionable materials. I understand that Internet access will be monitored in the classroom, and the student is expected to abide by this "Code of Responsible Computing." I understand that **since my child is a member of the Yearbook Staff, s/he will occasionally be required to be at school outside of regular school hours** to work on certain projects, and I will support that requirement by allowing my child to do so and arranging for the appropriate transportation when necessary. I also understand that as a member of the Yearbook Staff, **my child may be featured in video announcements or slideshows that may be placed on the SJHS website to promote or market the yearbook.**

My signature below grants my child permission to use the Internet, Google Apps for Education products (Drive, Docs, Calendar, and Classroom), and Office 365 as part of his/her computer technology course at Santan Junior High School.

Parent/Guardian Name (printed): _____ Relation: _____

Parent/Guardian Signature: _____ Date: ____/____/____