



## The Academy of Our Lady of Peace

### Technology Code of Conduct

Technology is an important factor in modern education, and using it responsibly is a requirement for success. The Student Responsibility Code outlines the expectations for student use of The Academy of Our Lady of Peace's technology – its computers, software, Internet access, and so on. Your access is a privilege that comes with a measure of trust that you must honor and use responsibly. This code applies whenever using school technology, regardless of whether school is in session and regardless of whether you are on school property or in another location. Please read through the agreement below carefully to make sure you understand it. You may discuss any point with your teachers and parents at any time. Please sign and return this signature page.

### Responsible Use

- I will use all school technology for educational purposes only.
- I will take every possible care to use school technology in a careful and responsible way.
- I will take excellent care of the tools entrusted to me – including my Google Classroom account and the computers I use. I will immediately report to my teacher any technical problems that could disrupt my learning.
- I will not share my password with anyone; I will keep it confidential at all times.
- I understand that my school files are not private and may be viewed by my teachers and administrators as part of my educational process.
- I will not save or send personal data or images. I will not download or share copyrighted material.
- I will never use technology to tease, taunt, bully, hurt, or harass others. I understand that technology should only ever help us all to reach our full potential, and I will do my best to reflect that belief.
- I understand that violation of the student code disrupts the learning environment for me or for others and carries consequences, which may include losing my privileges and disciplinary action.
- I will do my best to RESPECT and PROTECT myself and others, and will immediately notify my teacher of any violation of the student code.

### Student

I have read and understood the Student Responsibility Code. By signing below, I agree to abide by it at all times.

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Student Printed Name

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Student Signature

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Date

### Parent/Guardian

I have read and understood the Student Responsibility Code and understand that my child will be held to these standards. I understand that I may be held financially responsible for my child's willful or negligent damage to school technology resources.

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Parent/Guardian Printed Name

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Parent/Guardian Signature

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Date

