



## APPROPRIATE USE OF TECHNOLOGY AGREEMENT JUNIOR STUDENTS (GRADE 4 TO GRADE 6)

(References: OCDSB Policy P.100.IT *Appropriate Use of Technology* and  
Procedure PR.622.IT *Appropriate Use of Technology*)

At the Ottawa-Carleton District School Board (OCDSB) we believe in digital citizenship and the use of technology to enhance learning and to support the work environment.

**Technology** means computers, cell phones, the internet or other electronic devices.

I/We Agree That:	Student's Initials	Parent/ Guardian's Initials
I will keep myself safe by not giving out my personal details including my name, telephone number, address, my password or my picture.		
I will be respectful in how I talk to and work with others online and will never write or participate in online bullying.		
I will be considerate and careful when using technology at school, so not to damage the equipment or to interfere with the work of others that has been saved electronically.		
I understand the security, care and maintenance of my personal device is my responsibility. I will securely store my device when not in use.		
I will not download or use programs that my teacher or school did not approve for instructional use, including games.		
I will talk to a teacher or another adult if: <ul style="list-style-type: none"> <li>• I need help online</li> <li>• I am not sure what I should be doing on the internet</li> <li>• I come across websites which are not appropriate for school or are just for adults</li> <li>• Someone writes something I don't like, or makes me feel uncomfortable, or asks for information that I know is private.</li> </ul>		

I acknowledge and agree to follow these rules. I understand that I may not be able to access technology at school if I do not act responsibly.

**Student's Name** \_\_\_\_\_ **Student's Signature** \_\_\_\_\_

### Parent/Guardian Permission

I agree to allow my child to use the technology resources of the Ottawa-Carleton District School Board. I have discussed appropriate use with her/him.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_