



Responsible Use of Technology Agreement Early Years (Grades K-4)

5 Chrysler Gate ■ Steinbach, Manitoba ■ R5G 0E2 ■ Phone 204.326.6471 ■ Fax 204.326.9901

The Hanover School Division supports and encourages the use of technology to enhance and facilitate learning. Technology supports educational environments that are innovative, creative, and engaging. This agreement applies to student use of HSD/personal technology.

PART A: Responsible Use of Technology *(To be completed by parent or legal guardian on behalf of student)*

STUDENT NAME: _____ **SCHOOL:** _____

HSD is committed to educating responsible citizens who RESPECT, EDUCATE, and PROTECT themselves and others.

As the parent or legal guardian of the student listed above, I will instruct and educate my child to:

- Protect their personal identity, and not reveal any such information online
- Avoid accessing, not create, nor forward inappropriate or offensive online material
- Respect the privacy of others, and not share their personal information online
- Obtain permission of individual(s) before sharing any photographs, or video about them
- Not use technologies to degrade, defame, bully, or harass others
- Follow copyright laws and fair use guidelines for electronic content
- Not post, or download illegal software, music, movies, or content
- Report any concerns, misuse, or abuse of technology to a teacher or school designate
- Take full responsibility for, and respectfully use any technology available to them
- Use personal technology only when permission is granted, and keep it stored away when not in use
- Connect only to school-approved Wi-Fi sources or networks
- Turn off all peer-to-peer software (music, video, file-sharing) when using personal technology at school

PART B: Parent/Guardian Agreement

1. As parent or legal guardian of the student listed above, I fully understand, accept, and support the **Responsible Use of Technology Agreement** (as outlined in PART A) and have reviewed the applicable sections of this form with my child.
2. I understand and accept that HSD will not assume legal liability for the inappropriate or illegal use of divisional technologies by my child, and recognize that violation of the terms of this agreement may result in loss of HSD network use, as well as possible disciplinary actions.

PART B: Parent / Guardian Agreement *(Continued)*

3. I understand and accept the following conditions of my child's personal technology use:
- The security, care, connectivity, and maintenance of my child's personal technology, is my responsibility
 - HSD is not responsible for the loss, theft, or damage of my child's personal technology
 - When connected to an HSD network, I acknowledge that my child's personal technology may be monitored
 - The school principal or designate, at their discretion, may access and search my child's personal technology - if there are reasonable grounds to believe a breach of school rules or policies has occurred.

4. I acknowledge that this agreement allows for my child to be given access to the Internet for educational purposes. This includes the use of, but is not limited to, web and mobile-based applications/services. I also recognize that HSD cannot filter or restrict access to all unacceptable materials found on the Internet.

Students are educated regarding online safety, and best practices of digital citizenship. As a safeguard, student Internet access is screened through network content filters. School staff will do their utmost to ensure students arrive at appropriate websites.

5. I agree to report any unacceptable online behavior of my child to the school principal or designate. This includes, but is not exclusive to, communication or postings that indicate or suggest pornography, unethical or illegal activities, racism, hatred, harassment, or inappropriate language.

DATE: _____
Day / Month / Year

PARENT/GUARDIAN NAME: _____
PRINT NAME

PARENT/GUARDIAN SIGNATURE: _____
SIGNATURE REQUIRED

This consent shall remain in effect as long as your child is registered with the Hanover School Division – applicable for Grades K-4. Each year, you will receive a reminder of the permissions you have granted on this form, and be informed of any changes to this agreement.

If a situation arises that causes you as a parent/guardian to be concerned about your child's privacy or safety, please contact the school principal immediately to make changes to your permissions. You may rescind the permissions granted on this form, at any time.