RESPONSIBLE USE AGREEMENT AND SCHOOL MEDIA GUIDELINES FOR STUDENTS AT ISS INTERNATIONAL SCHOOL

Dear Parents: Please review the Agreement below with your child. This document guides the on-line media procedures for school. Once you have read and discussed, please sign at the bottom. **Please note that upon breaking of any of the below guidelines, the school shall determine the appropriate consequences for the student.**

BEING RESPONSIBLE

The student can use their school email account for school related communication and work only.

The student understands their teachers and parents can check their email to see if they are being a responsible user of their school email account.

The student uses devices in school only with their teacher's permission and only when related to schoolwork.

Any passwords the student has are their own and they are to keep them private.

The student is fully responsible for the care of their personal devices at all times.

BEING RESPECTFUL

The student will use devices in school with care and will be careful to treat devices with respect.

The student treats everyone online with respect.

BEING SAFE

The student will keep personal information such as full name, home address, phone number or email address private.

The student will communicate only with people whose identity they know.

BEING HONEST

If the student sees something inappropriate or if they say something inappropriate or act inappropriately online they will inform their teachers and/or parents.

SCHOOL MEDIA GUIDELINES FOR STUDENTS AT ISS INTERNATIONAL SCHOOL

ISS utilizes many different forms of media to share our learning and teaching.
The guidelines at ISS we follow are:

Students in published media will only be identified by first names.

Information such as full name, home address, phone number or email address will not be put on any form of media.

Students will throughout their learning discuss and display appropriate digital citizenship, guided by their teachers, within a curriculum context.

I understand all of the above and have discussed this document with my child:

Parent Name: _____ Student Name: _____

Parent Signature: _____ Student Signature (G5-G12): _____

Date: _____