



Student Acceptable Use of Technology Agreement

As per the school policies & procedures, our main priority is to ensure students safety while using technological devices and school network. Therefore, this agreement incorporates guidelines for effective and responsible use of personal digital devices by students while in school, and we expect the students to comply with the stated instruction.

Kindly read the attached guidelines carefully, before returning this form to the school signed & agreed on. Based on this consent and the principal's approval you will be permitted to use your own digital device and get access to the school network.

ACKNOWLEDGEMENT:

In signing below, we confirm that, we:

- Have read the attached guidelines, and therefore understand our responsibility in adhering to its rules.
- Agree to the full usage terms without any exceptions.
- Are responsible for any breach of the stated guidelines, understand the consequences, and will abide to the disciplinary actions taken by the school management as per the students' behavioural policy.
- Agree to the duration of the agreement which will last till the end of the current academic year only.

Name of Student _____ Grade: _____

Signature of Student _____ Date: _____

Name of Parent _____

Signature of Parent _____ Date: _____

For authorized use only:

Principal Approval _____ Date: _____

KINDLY SIGN THIS FORM AND RETURNE IT BACK TO THE SCHOOL



Student Acceptable Use of Technology Guidelines

Purpose

The student acceptable use of technology guidelines ensures that the use of the digital devices by students is to promote an opportunity for creative learning and provide an environment that supports researches and enhances wellbeing and critical thinking.

Types of Devices

Acceptable devices are defined as any device that is privately owned wireless and/or portable electronic equipment. The device list is currently limited to laptops and tablets only.

Acceptable use of the electronic technology

- If the principal approved the use of the digital device form, student should submit his own device to the IT department to install control/restriction programmes in order to foster online safety in the use of the device & the school network.
- The use of a digital device and the school network connection is a privilege for higher grades students (from grade 9 and above), and it is not a right. Therefore, students should not violate these guidelines or any other school policies while using the devices.
- Students are allowed to use their own digital devices for research purposes, solving activities, working on projects, practicing previous IGCSE papers, and other educational purposes only. The device should not be used at any other school activities or events.
- The digital device should be used for in class educational purposes only, and should not be used in school corridors, buses, restrooms, etc.
- Students should comply with the instructions from school staff related to the use of the digital device and the school network.
- Students who get access to inappropriate content should immediately notify his/her teacher.
- It is strictly prohibited by these guidelines to use the digital device for photograph, audio-record, video-record, of other students or staff members at all time.
- Students should not use the digital device to intimidate, bully, harass, or embrace others.

- Students should keep password access for their devices, to maintain confidentiality.
- Any materials or communications generated by using the school network is the responsibility of the student, and the school reserve the right to monitor, read and archive the digital materials.
- The digital device should be used only by the student that got the approval on the use of the school network. No device allowed to be shared by other students.
- Student is responsible for the loss or damage of the device while in use at school. In case, the device is damaged by abused act of another student, an investigation of the incident circumstances will be conducted, and the students' behavioural policy will be enforced.
- Student agree for school to use any means of monitoring of the device.
- Student ensure keeping access details secure.
- Student agree not to install or attempt to install any unauthorised software while connecting to the school network.

Parent should:

- Be responsible for his/her child unsuitable use of the digital device and the school network.
- Support his/her child in complying with schools' policies and guidelines.
- Specify to his/her child what material is and what is not acceptable, for access by them.
- Consult with the school regarding any concerns about his/her child use of the device.