



THE VILLAGE SCHOOL

A NORD ANGLIA EDUCATION SCHOOL

Digital Citizenship Contract

The Village School offers access to various types of technology and services to provide an enriching educational environment for our students. To further enhance these offerings, you will be receiving a device iPad to use as an educational tool for learning.

Technology Services Available to Village School Students

- Google Applications for Education Accounts to create and share documents, calendars, and presentations. This account will include email for 4th grade only for Village School communications. 4th grade students will be able to communicate only with teachers via email. They will not be able to send or receive email from outside of The Village School domain.
- Wireless internet access throughout the campus.
- iPads provided by the school for use by students in grades K-4.

As a student you are encouraged to utilize this new technology as a powerful tool, but you must also be a responsible user, regardless of which technology is being used. The use of technology can be exciting and powerful when used with purpose and with the highest level of responsibility. We expect all students to adhere to the following Technology Honorable Use Code while using technology both in school and outside of school.

Technology Honorable Use Code

- I will be responsible with all technology, whether mine or the school's, to ensure it is protected from damage and theft. I understand that I am accountable for the condition of the device I use and that my family may incur costs resulting from repairs or replacements.
- I understand that there are times when using my device may be inappropriate or not conducive to the task at hand. I will only use my device when permitted by my teachers and parents.
- I will use the internet responsibly to research information that will help my education and forentertainment at specific websites when given permission by my teacher.
- I will not register or sign up with any web site as a user unless specific approval has been given by a Village School teacher.
- Settings should not be changed on the iPads without teacher approval. This includes:
 - o Backgrounds
 - o Cursor
 - oKeyboard settings
 - oWifi settings
 - oDo not add apps or extensions
- I will respect the fact that several internet sites are inappropriate for student access. I understand that I will be held accountable for restricting my access to appropriate sites to the best of my ability.

- I will immediately speak with a teacher or parent if I feel some form of message or internet content is inappropriate, or makes me feel uncomfortable.
- I will respect the security of The Village School's network and not do anything that may weaken or hurt this security.
- I will respect the fact that I am sharing the same connection to the internet as every other teacher and student at The Village School and should not take up more than my share of bandwidth.
- I will use the network respectfully and purposefully, adhering to the guidelines set out by my teachers. I will refrain from streaming or downloading content for entertainment purposes without explicit permission from a Village faculty member.
- I will help my fellow classmates with technology if they are struggling with something with which I am comfortable.
- I will respect the privacy of others and only access services and content where I have been given permission.
- I will respect my own privacy and account security by maintaining a private password. I will not share my password with any of my peers.
- I will respect the privacy of my friends and teachers by never taking or publishing pictures, video or audio of them without the permission of both the individual and a Village School faculty member.
- I will strive to be an honorable digital citizen whether I am using the school's technology or my own.
- I will treat my peers with respect and kindness in all physical and digital spaces, whether in or out of school. I understand I will be held accountable for this standard across all online platforms, including Village School domains like my Google Apps account and all collaborative and social media sites.
- I will use technology to communicate and collaborate with my peers to create our own new and original content in a respectful, responsible, and purposeful way.
- I will immediately speak with a teacher or parent if I know of someone who feels uncomfortable but is afraid to ask for help, or if I know of someone who is misusing technology to make others feel uncomfortable.
- I will only represent my own creativity in my work and will give credit to the work of others.
- I will be an ambassador of The Village School community values in all content I post online through school feeds and domains. I will post creative, responsible, and positive ideas and refrain from representing my school community in a negative light.

By striving to use technology in this manner, you will excel as a member of the Village School community, as well as an honorable citizen in the digital world. Technology is powerful, and the internet provides millions of opportunities for research and communication around the globe. Using this tool properly and honorably will help further my education, and help to build my character as I progress through The Village School.

All members of the community are expected to assist in the enforcement of this policy. Persons in violation of this policy are subject to the loss of computer or network access privileges, and disciplinary action.