



## TECHNOLOGY USE GUIDELINES – GRADES 4–12

**Parents and students, please read the Department of Education’s guideline for technology use and sign below. Students 19 and over may sign without parental oversight.**

1. I will keep my username and password to myself.
2. I understand that school technology and devices are mainly intended for school work.
3. I will conduct myself as a good digital citizen and will be respectful of myself and others when using technology.
4. I understand that I am responsible for my actions when using technology both inside and outside of school.
5. I will not view, download, or upload anything that is illegal, inappropriate, or that may cause harm or distress to others.
6. I will not take photographs or video of other students without their permission. nor will I post pictures of others without their permission.
7. I will respect other students’ work and will not access, copy, remove or change it without their permission.
8. Students are reminded to follow Canadian Copyright Guidelines when using Internet resources for class projects.
9. I understand that if I use my personal device at school, I will follow my teacher’s instructions and the rules in this guideline.
10. I will immediately report any damage of devices or software, cyberbullying, inappropriate content, and other concerns to my teacher.
11. I understand that the school will take appropriate action if I don’t follow the rules.

**We have read and reviewed the above technology guidelines. We understand the expectations and responsibilities for use of technology as described.**

---

Student name (print)

---

School

---

Parent/guardian name (print)

---

Signature

---

Date

We are collecting your personal information under the following laws: the *Education Act* and the *Access to Information and Protection of Privacy Act*. We use the information on this form to track parental agreement regarding how students will use technology in school. If you have any questions about the information you are providing, please contact the Privacy Management Coordinator, Technology and Student Information, 867-667-8326, toll free 1-800-661-0408 ext. 8326, Department of Education, 1000 Lewes Blvd., Whitehorse, YT, Y1A 2C6.