



High School Student Technology Device & Internet Resources Use Agreement Form

This document informs students of their responsibilities when using student devices, internet and other information and technology resources, consistent with Millersville Christian Academy (MCA)'s requirements, that all such resources are used in an ethical, legal, and responsible manner.

Please read and sign this document so your child can have access to school devices and the internet. The technology provided for students to access the network, devices, email services, and software accounts is a privilege and not a right. If they do not adhere to this agreement, they may face consequences in the form of disciplinary action. This consent form must be signed for you to be granted access to a student device, the internet, and other information and communication technology resources.

* Required

1. **Device Ownership** *

Access is granted to the student subject to the Devices and Internet Resources Form Conditions of Use Statement. The technology devices given to students are being rented to own but are considered to be property of the school until paid off and are intended for educational purposes. Any use of these devices for anything other than educational purposes at school may result in disciplinary action, including the revocation of the device. Students are responsible for charging at home. Damages due to neglect, that are not covered by insurance, will be the responsibility of the student/parent to cover the cost of repair.

- ☐ Agree
- ☐ Disagree

2. **Student Obligations and Responsibilities** *

Students are expected to utilize MCA technology in a safe, responsible, and educational manner. The student who has been issued the technology is accountable for its proper utilization at all times. Sharing of personal account information, passwords, or any other identification details is strictly prohibited, and students should only access the system using their own assigned account. The use of MCA technology for any improper activities such as posting discriminatory, obscene or sexually explicit material, cyberbullying, disclosing personal information of others, violating intellectual property rights, disrupting school technology or operations, installing unauthorized software, hacking into the system, or engaging in unethical or illegal practices, is strictly prohibited and may result in consequences.

- ☐ Agree
- ☐ Disagree

3. **Responsibilities of Users** *

Students must **not**:

- Use a school device for social media (i.e. TikTok, Facebook, Snapchat, Kik, YouTube)
- Buy or sell items or services over the internet
- Access or enter chat rooms
- Access, post, or send inappropriate internet or email content, especially content that is illegal, dangerous, obscene or offensive
- Amend documents created by another student without that student's consent
- Download, install, or use unauthorized computer programs
- Gain unauthorized access to any system by any means
- Use technology resources to attack or compromise another system or network access or intercept emails sent to other persons.

Do you agree to comply with these responsibilities?

- ☐ Agree
- ☐ Disagree

4. **Cyberbullying and Defamation** *

Students must not use email or the Internet to bully and/or harass others. Students should be aware that material they post on internet sites (including social media sites) is public. The content of public posts may have personal implications for students. The content of posts also reflects on our school and school community. Once information is on the internet, it may not be possible to remove it. **Students must not display personal information about themselves or others** in a way which is public. **For example, students must not post their own or anyone else's address, telephone number, or other personal details on the internet or communicate these details on the internet or communicate these details in emails.** Students must not distribute someone else's information without their permission. Students should be aware that persons on the internet might not be who they say they are and must not arrange to meet persons who they have met on the internet. **Students should be aware that MCA monitors use of devices.** Students should be aware that cloud-based tools and services may be used for data storage and learning opportunities. These services may store data on servers located outside the United States.

Do you agree to comply with these responsibilities?

- ☐ Agree
- ☐ Disagree

5. **Privacy** *

Students should understand that when using MCA technology, their privacy is not guaranteed. The school has the right to monitor and record all activities performed on school technology, including but not limited to internet usage, social media access, and communications sent or received. This monitoring can be done at any time without prior notice and is done for various legal reasons such as record keeping and investigation of inappropriate behavior. It's important for students to be aware that in most cases, their actions on school technology, such as web searches and emails, cannot be erased or deleted. Additionally, all passwords used on school technology belong solely to the school and students should not expect privacy when using them.

- ☐ Agree
- ☐ Disagree

6. **Personally Owned Devices** *

A student is not allowed to use their own device to access school internet.

- ☐ Agree
- ☐ Disagree

7. **Reporting** *

Some material available on the internet may be inappropriate. If you are sent inappropriate content from another student or anyone else, speak with your teacher and parent/s. Computer and internet resources have become critical to schools in facilitating and supporting learning and teaching. Technology resources are provided to students for educational purposes only. MCA has established significant computing and communication resources to support these activities. This includes technology provided on school grounds and school-owned IT devices. The school has specific requirements relating to the use of IT devices. Any use of a personal device may result in the contents and communications on the device being disclosed through a lawful request or subpoena.

- ☐ Agree
- ☐ Disagree

8. **Security** *

Students must keep their username/s and password/s information private. The password should be difficult for other people to guess. Students must lock their device when not in use and log off at the end of sessions. Students must not use another person's name and password to access resources. ***Students must report a suspected breach of security to a teacher immediately.***

Do you agree to comply with these responsibilities?

- ☐ Agree
- ☐ Disagree

9. **Copyright** *

Students must note that material on the internet is protected by copyright and must check the terms and conditions on websites before copying and/or downloading material. ***Students must not use the school technology resources to copy, download, store, or transmit any such material that may include music files, movies, videos, or any other form of media.***

Do you agree to comply with these responsibilities?

- ☐ Agree
- ☐ Disagree

10. **Consequences for Violation** *

Loss or restriction of access to technology resources or formal disciplinary action for breach of school requirements. ***Students and parents/legal guardians may be financially liable for damage caused to resources.*** Cases of serious, deliberate, and/or criminal breach will be referred to the police and may result in civil or criminal proceedings.

If a student breaks any laws, policies set by the school, or agreements related to the use of school technology, they may face consequences such as the loss of their access to the technology, or disciplinary actions like suspension or expulsion. In addition, if the violation is serious, it may be reported to the authorities for further legal actions.

Do you agree to comply with these responsibilities?

- ☐ Agree
- ☐ Disagree

11. I acknowledge receipt, comprehension, and commitment to follow the guidelines set forth in the Acceptable Use Agreement, as well as any other relevant laws and regulations regarding the use of school technology. I acknowledge that there is no privacy assurance when using school technology and that any violation may lead to the revocation of my access, disciplinary measures, and/or legal consequences. *

- ☐ Agree
- ☐ Disagree

12. Student name is: (first & last name) *

13. Student's grade is: *

14. Student's Signature *

15. Parent or Guardian's Name *


16. Parent Signature *

17. Today's Date *

18. I want my child to be able to access Trove (eTextbooks) at home. *

- ☐ Yes
- ☐ No

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