



2-24400 HWY 37
STURGEON COUNTY AB
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Namao Electronic Use Policy

At Namao School, we recognize the value of technology as a learning tool within the classroom. We actively promote the use of technology for education. Technology includes all school technology and (PED) Personal Electronic Devices (e.g., Phones, computers, cameras, and iPods). The use of technology while at school is a privilege, and students need to be responsible with how they use all forms of technology. Each student is responsible for knowing what is acceptable and what is not. Please use the following as a guideline of some actions that are deemed acceptable and not acceptable for technology use while on school property or at a school sanctioned event. This list does not cover every possible student action. It is up to the student to be respectful and responsible when using technology. Failure to do so will result in loss of privileges. Please note that **break time is limited to 10:45 am to 11:00 am and 12:00 pm to 12:45 pm.**

The following are **acceptable** behaviours within the Namao School Electronic Use Policy:

- I will use my PED in class only with the consent of the teacher for educational purposes only.
- Contact with my parents/guardian will be done through the office telephone (to leave school early, stay over a friend's house, go home sick etc.) Parents **MUST** sign students out at all times in the office.
- Technology may be used during inside break times.
- I will use respectful and appropriate language and behavior when using technology in class, as well as, for personal use.
- I will be respectful of materials and only print work when it is ready for handing in.
- I recognize that the Internet is a public platform and that I am responsible for my actions.

The following are **not acceptable** behaviours within the Namao School Electronic Use Policy:

- As a student in Pre-K to Grade 4, I will not bring PED's to school.
- I will not visit inappropriate websites or use inappropriate programs.
- I will not try to circumvent Sturgeon School Division firewalls or security.
- I will not make phone calls from my PED while on school property or at a school sanctioned event.
- I will not use my PED during outside break time (Gr. 5 & 6).
- I will not take pictures or videos while on school property or at a school sanctioned event.
- I will not take and/or use another person's personal device.
- I will not damage any of the school technology, and will tell staff if I see someone else doing it

- I will not use technology to bully or say hurtful things about anyone else, and understand that I will be held accountable for comments made about a student/staff member over the Internet, text, or social media websites.
- I will not plagiarize assignments by using somebody else's work as my own (quoting material from the Internet or other sources must be referenced).
- I will not use my PED in the technology free zones.
- I will not use my PED during a lockdown, fire drill or other school emergency procedure.

Furthermore, please understand that:

1. We expect all students who access technology, to use it responsibly as a learning tool.
2. You should think carefully about anything you want to publish. Even if you delete something after you have published it, it can be found on the web for years afterwards. You shouldn't publish anything you aren't comfortable with people seeing.
3. Your use of technology at school (personal and school owned devices) is a privilege and not a right. If you choose not to use it wisely, you will lose the privilege.

NOTE: School sanctions for students using technology while on school property or at a school sanctioned activity can be anything from being banned from technology, to removal of privileges, loss of technology (parents to pick up at school during school hours), detentions, suspensions and may include a recommendation for expulsion depending upon the severity of the incident(s).

Please understand that while students are encouraged to bring their own personal technology devices (chromebook, laptop, tablet, phone, etc.) for use in school (Gr. 5 to Gr. 9), the school will not be responsible for any damages, theft or loss of property. For this reason, please ensure you label all items and are sure to lock them at school in your locker when not in use.

Student Name: _____

Student Signature: _____

Parent Name: _____

Parent Signature: _____

Date: _____