

## **Responsible Use Policy for Digital Devices Greenwich Public Schools**

I will follow all of the Greenwich Public Schools Responsible Use and Internet Safety Agreement for iPad and computer use.

This means I will:

- Ask a teacher before using a computer or iPad and use only my username and password;
- Only use the iPad for school work and stay on task;
- Know where my iPad is at all times and tell my teacher immediately if I do not know where it is or if it is damaged;
- Keep it charged;
- Treat all equipment gently, hold iPad with two hands, and keep it in the cover;
- Keep food and liquids away from devices;
- Keep my passwords secret;
- Ask permission before taking or posting photographs or videos;
- Give credit for pictures and words;
- Put my iPad away when it's time to stop;
- Search for, make, or share things only with teacher permission;
- Only download apps and visit websites with permission from a teacher;
- Never put my iPad in private mode;
- Never change settings on the iPad or add a password;
- Only use another person's computer, iPad or Airdrop with the teacher's permission;
- Never attach the iPad to another device without permission;
- Follow the GPS District Norms when using a computer or iPad:
  - Be here
  - Be safe
  - Be honest
  - Care for self and others
  - Let go and move on
- Always be kind to others on a device. Remember, once you post things online it is forever...

I understand that if I do not follow these rules I may have my computer or iPad privileges taken away.

Class: \_\_\_\_\_

Date: \_\_\_\_\_

Name (first and last):

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