



## ONLINE SERVICES ACCEPTABLE USE AGREEMENT (K-YEAR 2)

I agree to follow the rules set out below when I use the Department-provided online services:

- I will keep my password private and not share with other students.
- I will not let other people logon and/or use my online account.
- I will tell the teacher if I think someone is using my online account.
- I will tell the teacher if I see anything that makes me feel uncomfortable or unsafe that I know I should not access or view at school.
- I will check with the teacher before giving information about myself or anyone else online or using documents or pictures from the internet.
- I will use the school's computer equipment responsibly.
- I will be polite and respectful of others when using the school's tablets and computers.
- I will not use, change or delete anyone else's work.

I understand that if I use the internet or my online account in a way that I should not, then I may not be able to use these in the future.

**Name of student:**

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**Signature of parent:**

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**Date:**

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**Office use only:**

Processed on:   /   /   by (initials):

**Note:** *This agreement should be filed by the school and a copy kept by the student.*