



## Glenforest Technology Agreement

Parent / Guardian Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

### Parent/Student Technology Policies & Procedures

- All technology/electronic devices must be turned in to school personnel upon arrival on school property.
- Software and application downloading into any device is absolutely prohibited. **ONLY** a designated Glenforest School Official can download software and applications upon approved request. **Any cost(s) incurred due to unauthorized downloads into any device, whether purposefully or accidentally, will be the sole responsibility of the signed parties represented in any Glenforest School Technology Agreement.**
- Changing device default settings and/or system configurations is not permitted at any time. This includes the setting up of personal user accounts.
- In the unfortunate event that a device is lost or damaged, it will be the responsibility of the signed party to cover repairs or replacement of the item. An assessment will be performed by a Glenforest School Official on the device, to determine the severity of the damage, which will, in turn, determine the cost.
- At no time should a device be loaned out to any other individual for any reason.
- If an iPad, Kindle, Laptop, or other electronic device is found unattended, it should be given to the nearest faculty or staff member.
- Device coupling (interfacing/synchronizing) is prohibited. Personal devices are not to be attached to any Glenforest hardware off-site. Any device coupling would only be permissible under the authorization and oversight of an authorized Glenforest School Official.
- Students are not allowed to send, access, upload, download, or distribute offensive, profane, threatening, pornographic, obscene, or sexually explicit materials from any electronic devices.
- All electronic devices should be returned in the condition they were received.

**Please complete the back side of this form.**

## Technology Use Agreement

- Students are expected to be positive digital citizens. Electronic communication should not be used to spread rumors, gossip, or engage in any activity that is harmful to other students, faculty, or other persons. Students should always be mindful that they are representatives of Glenforest School.
- School technology and supportive software should only be used for appropriate purposes, including obtaining, using, processing, and distributing information for the purpose of legitimate school-related or school approved activities. Inappropriate use includes, but is not limited to: assuming the identity of another; sending or seeking to receive messages that contain or suggest pornography, unethical or illegal solicitation, racism, sexism, or inappropriate language; illegal activity; and information which could violate another person's privacy. Students should understand that electronic communications are not guaranteed to be private.
- Students should not contact teachers using electronic media; including texts, emails, Facebook, twitter, etc. Students may respond if contacted by a teacher or coach concerning instructional or co-curricular activities. If students have questions about homework or co-curricular activities, their parents can contact the appropriate school personnel through email or by phone.

**This Technology Agreement Form must be signed and dated, by both Parent/Guardian and Student, before the student will be able to have device privileges.**

### Glenforest Technology Disclaimer:

By signing this form, you hereby agree to the expressed policies and procedures as outlined in this agreement. Please be mindful that failure to comply with all device guidelines and procedures could result in loss of privileges.

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Parent/Guardian Signature

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Date

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Student Signature

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Date

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Glenforest School Official Signature

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Date