



Great Oaks NYC Charter School Accepted Use Policy, 2022-2023 School Year

Student Responsibilities For Accepted Use of Chromebooks, School Computers/Technology

GENERAL

A student's privilege of possession and use of a computer or device issued by the School is limited to, and conditioned upon, full and complete compliance with the applicable standards for acceptable use of a device set out in this Student Technology Device Use Agreement, as well as the School's Acceptable Use Policy, Family Handbook, and/or Student Code of Conduct.

DEVICE OWNERSHIP

All technology devices issued to students are owned by and are the property of the School. Technology devices are given for educational use only, and use of a technology device for any purpose other than educational use may result in consequences, up to and including loss of device privileges or other consequences as allowed by the Student Code of Conduct.

TECHNOLOGY DEVICE CARE

A) General Rules Students may not:

- Leave their technology device in an unsupervised area, including a car.
- Keep or store food or drink next to a technology device when in use or in a backpack.
- Carry the technology device while the screen is open.
- Place any writing, stickers, or labels on the technology device that are not provided or directed by the School.
- Reconfigure or change the hardware of the technology device in any way.

B) Screen Care - Technology device screens are delicate and can be damaged if subjected to rough treatment. The screens are susceptible to damage from excessive pressure.

- Do not lean or place anything on the top of the technology device when it is closed.
- Do not place anything near the technology device that could put pressure on the screen.
- Do not place anything in the carrying case that will press against the cover.
- Do not poke the display.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, or disks).
- Clean the display with a soft, dry cloth or anti-static cloth.

FINANCIAL RESPONSIBILITY

If a technology device is lost, stolen, or damaged, the student and the student's parent(s) or guardian(s) are responsible for the cost of repair or replacement for the device. For damages, Great Oaks will determine the cost based on the outline below

Great Oaks is not responsible for any loss or damage caused by or resulting from the following:

1. Loss of data caused by a surge, lightning, or inappropriate electrical use. 2. Dishonest, fraudulent, or criminal acts.
3. Any loss to accounts, valuable documents, music or videos, records, or assignments and/or their effects by being missing on grades, GPAs, special group considerations such as valedictorian, college or university admission, or employment. Students are responsible for backing up their own data.
4. Loss caused by failure to use all reasonable means to protect the technology device that has been damaged.
5. Disappearance not accompanied by a police report. The principal has the final say in determining replacement and repair situations.

TECH FEE

There is a one-time technology fee of \$150 due at the enrollment/re-enrollment of all students.

This fee covers the expected wear and tear, repairs, and maintenance for the life of use.

Unless otherwise given an approved waiver, all school members must pay this fee. Waivers are approved by the Principal or Director of Operations.

In addition to the one-time technology fee, please see costs for events at which you may be charged

Lost Device - \$75 Replacement

Screen Broken or Destroyed (Not Cracked) - \$25

Tech fees are Due August 26th, 2022. Parents may pay in full or with a school payment plan.

Extensions via Payment plans are available as 50% down with a 50% balance, (2 payments) or 25% down with a 75% balance (Up to 4 Payments). Families who elect to use a payment plan with 25% down, may either pay the remaining balance in full or pay an additional 25% until the remaining balance is fully paid.

Families with approved extensions and payment plans are due in full by **Sep 16, 2022**

TERM OF POSSESSION

A student's right to use and possess an assigned technology device terminates not later than the last day of distance learning, as determined by the School unless earlier terminated by the School or upon a student's withdrawal from the School. Failure to timely return a technology device and the continued use of a technology device for non-school purposes without the consent of the School may be considered unlawful appropriation of School property.

1. When using school computers, I will: use "good manners," use appropriate school language, and never tell anyone my home address or phone number, never post my picture on the internet without permission of my parent(s) and teacher, fellow, school leadership and not look at or use anyone else's work without permission.
2. I will show respect for: all interactions with people, and all hardware, and software that I use. I will not intentionally damage, destroy, or vandalize data, files, equipment, or other technology resources.
3. I will not install "pirated software" or knowingly use disks nor circulate e-mails and other virtual communication with viruses.
4. I will use only appropriate language when writing on the computer.
5. I will limit my use of the Internet to only appropriate learning activities. I will not use games or other electronic resources that have objectionable content or that engage me in inappropriate simulated activity.
6. I will not share personal information about myself or anyone else on the internet. This includes name, address, phone number, photograph, etc.

7. I understand that anyone can read the messages sent from the computer, that work is stored on the computer is not private, and that once I write or post anything on the internet, it "never goes away" and can be later accessed by anyone.

8. I understand that GO NYC is the owner of all electronic content both on its devices and any content sent from GO NYC devices, e-mails, and platforms.

9. I will keep my passwords private and will only use my own accounts and not those of others.

10. I will not use anything from the computer or Internet or send anything over the Internet that belongs to someone else without their (preferably written) permission.

11. I will not upload, link, or embed an image of myself or others to unsecured, public sites without my teacher, fellow, school leadership's permission, and a signed parental permission slip.

12. I will not violate copyright laws or use the ideas or words of others without giving the appropriate recognition to that source or securing permission to use the information from the source.

13. I will not visit or log into any unauthorized websites on school property or on my personal electronic property while on school premises or during school events and activities. This includes sites that contain violent, offensive, hate-themed, pornographic, or other explicit material.

14. I will not use any electronic devices in school or on school grounds without the permission of my Teachers, Fellows, or School Leadership.

Please Sign

Parent Signature

Student Signature

Date