

## DIOCESE OF SCRANTON CATHOLIC SCHOOLS OFFICE

### Technology Student Usage Agreement

#### MUST SIGN EACH YEAR & RETURN TO SCHOOL OFFICE

This document applies to all students enrolled in any Diocesan school during instruction in Pre-K through 12<sup>th</sup> grade regarding their G Suite Enterprise for Education accounts. All students enrolled in the Diocese of Scranton Catholic School System are expected to adhere to the following rules regarding the use of technology.

- Students are required to use **only** their G Suite Enterprise for Education accounts on all school-owned devices whether in school or at home.
- Students are required to use their G Suite for Enterprise for Education accounts on all personal devices when at school during school hours, if in a BYOD (bring your own device) environment.
- Students will never log in on a device (at home or in school) with another student's account information.
- Students are required to log out of their accounts before turning in a device at the end of class or the end of the day.
- If a previous student did not log out for some reason, students will immediately log that person out before using the device.
- Students will use only the apps, add-ons, extensions, platforms, and web sites approved by their teachers and administration.
- Students will report any issues regarding errors, "broken" links, or inappropriate content immediately to their teachers.
- Students will use only school approved backgrounds and avatar pictures. Schools have determined what kinds of images are approved in the Student Handbook which is required to be signed by all students and parent.

#### **Student/Parent Agreement**

Your signature below indicates your agreement to the terms, conditions, and consequences outlined above. Access to a school-owned device will not be granted to a student without this agreement on file.

Student Name:	Grade:
Student Signature:	Student ID*:
Parent Name:	
Parent Signature:	Date:

**\* The student ID can be added later by school personnel.**