



Oxford Preparatory Academy Charter Schools Technology User Agreement For Students



PLEASE READ THIS DOCUMENT CAREFULLY. STUDENT AND PARENT SIGNATURES ARE REQUIRED.

This Technology User Agreement for Students (“Agreement”) allows the student listed below to use a Chromebook, iPad, or other electronic device owned by Oxford Preparatory Academy (“OPA”) and/or used at OPA, and addresses student use of the internet and/or network at OPA. In order to prepare our students (“Champions”) for the global economy of the 21st century, OPA is excited to implement the use of Chromebooks. Technology at OPA is designed for educational use, and is vital to the academic success of all OPA Champions.

Student Responsibilities

Digital Citizenship

Champions are expected to:

- Use school devices for educational purposes only;
- Only use the school's network when at school;
- Use OPA-approved applications (apps) only;
- Not damage, change, or tamper with any school device's hardware, software, or settings without permission. This includes refraining from installing any software or applications or changing the system settings already installed on the device in any way without permission, including use of a proxy to access the device;
- Access, post, submit, publish, communicate, transfer, send, receive and display school-appropriate content only;
- Keep personal account numbers, passwords, name, home address, telephone numbers, social security number, and/or other individually identifiable information private;
- Use only their own individual Oxford personal usernames, passwords, and electronic mail (e-mail) or files; and
- Act in a responsible, ethical and legal manner according to the OPA Behavior Policy.

Care

Champions are expected to:

- Bring a fully charged Chromebook to school every day and bring their Chromebooks to all classes, unless specifically advised not to do so by their teacher;
- Keep food and beverages away from school devices; and
- Store and use school devices in a safe location and environment to avoid loss or damage. The school is not responsible for lost or stolen devices.

This is not an exhaustive list. Champions should use all equipment carefully and shall exercise good judgment.

Consequences

- A Champion who violates this Agreement may be subject to suspension of his or her technology privileges and/or discipline, as appropriate.

OPA Responsibilities

Champions and parents understand and agree that OPA:

- Provides student email accounts and passwords to parents, teachers, and school administration;
- Monitors the use of technology at OPA and has access to, and may review, all materials created, stored, sent, or received on technology used at, or owned by OPA. Student use is not private;
- Enforces the OPA Behavior Policy and this Agreement and may take legal action if there is a violation;
- Purchases and maintains a high level of electronic content filtering and safeguards. However, it is impossible to control the receipt and delivery of all digital content, and OPA must be alerted when questionable content is discovered;
- OPA is not responsible for lost or damaged data, or for any lost, stolen or damaged electronic device in the care of a Champion; and
- OPA is not responsible for unauthorized transactions conducted over the school network, for any copyright violations by Champions, or for any harm or damages resulting from Champion's use of technology and electronic devices at OPA.

I have read this document in full and understand that I am bound by all guidelines in this document regarding Chromebooks or other Technology used at or owned by OPA. This agreement will remain in effect for the duration that I am/ my child is a student at OPA.

Student's Full Name (print): _____

Student's Signature: _____

Parents' Signatures: _____

Date: _____