# 2022-2023 Technology
# Responsible Use Policy (RUP)

POP Family Handbook

329 DEVICES

All 5-8 grade students will be bringing family-owned devices from home to use at school. While on campus, these devices are to be used solely for the purpose of learning. Students should have one tablet or laptop in class every day. Students are not to use cellular devices at school. Phones and smart watches are to be stowed while on campus. Any phone or smart watch that is out or audible during the school day without expressed permission will be turned in to the Assistant Principal. Parents may pick up any such devices from the Assistant Principal. Teachers will determine if phones are allowed for individual assignments or projects and will notify the Tech Office, parents, students, and other teachers. Students are expected to comply with all policies and procedures. Any student who fails to comply with these procedures may be denied access to technology use. Consequences may include turning in personal devices to Admin for storage during the school day.

330 INTERNET USAGE

Our children have many wonderful resources available at their fingertips. There are several websites that are popular with our students. These websites allow children to communicate with their friends, sharing pictures and personal information. Children today seek this high-speed communication. Parents are encouraged to take the time and explore these websites.

331 SOCIAL MEDIA

Engagement in on-line social media may result in disciplinary actions if the content of the student's account includes defamatory comments regarding the school, the faculty, other students or the parish.

332 BULLYING AND CYBER BULLYING

Prince of Peace Catholic School attempts to provide a safe environment for all individuals. Verbal or written threats made against the physical or emotional well-being of any individual are taken very seriously. Students making such threats (seriously, in jest or online) may face detention, suspension, and/or expulsion.

333 SOCIAL MEDIA GUIDELINES

With the rise of social media outlets available to students, it is imperative that both parents and students are aware of the responsibility associated with using these tools. Being able to post information, videos, and pictures allows students to open their worlds beyond the classroom. Students can share knowledge with others and collaborate to increase understanding. However, every time a student posts something online, it contributes to their digital footprint. It is important to remember that once something is posted online, it could be there forever. Stay safe online and think before you post. When posting on social media, never give out any personal information, including, but not limited to: phone numbers, addresses, last names, passwords, etc. If you run across something inappropriate or something that makes you feel uncomfortable, report it immediately to a teacher or an adult. Remember, when posting on social media, you are representing Prince of Peace

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Catholic School. Always abide by the code of conduct. Students who do not adhere to these expectations may lose their privilege of access to technology at Prince of Peace Catholic School.

334 EMAIL

All 5-8 grade students will be given an email address through Prince of Peace Catholic School. These email addresses are a privilege and not a right. These are not personal email addresses and are intended to be used solely for academic purposes. Students are to abide by the code of the conduct when composing emails. When composing emails, students should pay strict attention to spelling rules and grammatical structure. The Prince of Peace Catholic School emailing system is not to be used to register for noninstructional social media sites, newsletters, etc. Failure to adhere to any of these expectations may result in disciplinary action.

335 MONITORED USE

Any technology that is the property of Prince of Peace Catholic School will be monitored by the administrative team. This includes, but is not limited to: email messages, internet usage, tablet/laptop usage, etc. This applies to students, teachers, staff, and anyone else using technology that is property of or on the property of POP. Because the technology uses resources that belong to POP, it is not private, and the administrative team reserves the right to monitor and/or deny student access.

## IT Office - BYOD Grades 5-8:

Students are expected to bring to school each day a fully charged device that meets the minimum requirements as described in the BYOD letter to parents.

To check out a loaner while yours is being diagnosed or repaired, a parent should email pbowman@popschool.net or bring a note or a receipt/documentation that it is somewhere being repaired. Loaners are not given for devices left at home.

You must have an anti-virus program on your BYOD device. Any viruses should be quarantined by your anti-virus program. You will have to follow directions to remove it safely.

Your teachers will tell you what EDUCATIONAL games are allowed on campus. You will not have 'free time' at school to play non-educational games. Due to federal guidelines, you are not allowed to listen to music on your personal device while on campus. Students should have earbuds for educational videos.

When you log into the school's Wi-Fi, you are accessing the internet through the student internet content filter. Students may not access the internet while at school through any cellular access or hotspots due to Federal CIPA requirements that all internet access is filtered for elementary schools.

Students are only allowed to log into their school email accounts while at school. You may not log into your personal email while on campus.

If my device is not working or unable to connect to the internet and others are connecting, I understand that I will troubleshoot to the best of my ability. Further troubleshooting will need to be completed at home.

Each family is responsible for all maintenance and repairs on the family-owned devices. The school will provide a loaner device to be used at school only for a limited time while the personal device is out being repaired.

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Students and teachers should not work in or try to fix someone else's computer. The official name of any device on campus should include user's LAST name: (Ex: MSmith Laptop)

Example: 'Laptop WSYAJ14' does not include the user's last name. Please rename to include the LAST name.

Parents have already agreed to follow and support the POP RUP through the POP enrollment process.

**Student Agreement for 2022-2023**

POP Student Pledge: I am a member of Prince of Peace Catholic School. As a child of God and a servant leader to others, I am honest, responsible, and respectful of myself and others at all times.

I have read the POP Family Handbook sections 329-335 and participated in the POP BYOD Boot Camp training. I agree to follow all Digital Citizenship policies and procedures. I agree to not share my password with any other students. Students, Click here.

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2022-2023 Academic Year

Dear Parents,

Our school uses certain web-based tools and other applications that assist your child in learning. In order for your child under age 13 to use those tools and applications, federal law requires that you provide your consent. A list of the applications and web-based services our school uses, or may choose to use, has been enclosed with this parental consent form. For your child to use these programs and services, your child must provide certain personally identifying information. Generally, this information is limited to first and last name, a username, and email address.

Privacy policies for the programs can be found on the websites of the developers of these applications. If you have questions about a particular policy or would like further information about these privacy policies, please review the applicable website or contact your child's teacher.
Under the federal Children's Online Privacy Protection Act, the operators of these educational applications and services must notify you, as your child's parent, and obtain your consent before collecting limited personal information from children under the age of 13.

The law permits schools to consent to the collection of personal information on behalf of all of its students. This form, when completed below and on file with us, will authorize our school to provide consent for your child to provide personal identifying information, consisting of first and last name, a username, and possibly their school email address, to the operators of applications identified on the enclosed list.

If you consent to your child providing personal identifying information to use the applications and web services, check the OPT-IN box below. By checking the OPT-IN box, you expressly authorize Prince of Peace Catholic School to provide your child's first name, last name, username, and email address to the operators of one or more of the applications identified on the enclosed list. You also agree to release and indemnify our school from and against any claims arising out of our providing such information to the operators of the applications and services listed on the enclosed list.

If you do not want our school to provide this information, select the OPT-OUT box below. Note that checking the OPT-OUT box will prevent your child from participating in certain educational activities, including the use of the applications on the enclosed list. While our school will generally make reasonable attempts to provide alternative assignments to your child, we reserve the right to determine that a student's consistent inability to participate in the assigned curriculum may impair the student's academic progress at our school and require that you and we explore other options.

Student Full Name: _____Grade_____
Parent/Guardian Name (PRINT): _____
Parent/Guardian Signature (or digital form) ____*Digitally approved during registration process* ___

**OPT IN** _____     OR     **OPT OUT** _____          Date: _____

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| School-wide apps that include student names | Privacy/Terms |
| --- | --- |
| Blooklet | https://www.blooklet.com/privacy |
| Braining Camp | https://www.brainingcamp.com/company/privacy.html |
| BrainPOP | https://www.brainpop.com/about/privacy_policy/ |
| BrainPOP Jr. | https://www.brainpop.com/about/privacy_policy/ |
| ClassLink | https://www.classlink.com/company/privacy |
| ConnectEd for Science eBook & Resources | https://www.mheducation.com/privacy.html |
| Curb Smart | https://www.nutri-linktechnologies.com/privacy-policy/ |
| Discovery Education | http://www.discoveryeducation.com/who-we-are/privacy/ |
| EdPuzzle | https://edpuzzle.com/privacy |
| Explore Learning Reflex Math | https://apps.explorelearning.com/account/reflex/privacy |
| FACTS RenWeb SIS | https://www.renweb.com/privacy-policy/ |
| IXL | https://nz.ixl.com/privacypolicy#privacy-shield-hdr-us |
| Kahoot | https://kahoot.com/privacy-policy/ |
| McGraw Hill | https://www.mheducation.com/privacy.html |
| Microsoft office | https://privacy.microsoft.com/en-us/PrivacyStatement |
| Moodle | https://moodle.com/privacy-notice/ |
| NCES | IES Privacy and Security Policy (ed.gov) |
| Nearpod | https://nearpod.com/privacy-policy |
| Sadlier Religion and Vocabulary | https://www.sadlier.com/sadlier-privacy-policy |
| Savvas Easy Bridge for Social Studies | https://www.renweb.com/privacy-policy/ |
| Seesaw | https://www.flourishkh.com/main/privacy-policy/ |

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| SMART Suite | https://www.smarttech.com/Legal/Privacy%20Policies/Privacy-Policy |
| Sphero | https://web.seesaw.me/privacy/ |
| ST Math | https://edu.sphero.com/child-policy |
| STEMScopes | https://stemscopes.com/security |
| ThinkCentral for Reading & Math | https://www-k6.thinkcentral.com/nsmedia/footer/privacy_policy.html |
| Turtle Diary | https://www.turtlediary.com/privacy-policy.html |
| **Classroom apps that include student names** | **Privacy/Terms** |
| 30 Hands – Under 13 yrs req. parent email | http://30hands.com/terms/ |
| ABC Mouse | https://www.abcmouse.com/privacy |
| ABCYA | http://www.abcya.com/mobile_app_privacy_policy.htm |
| All In Learning | http://sales.allinlearning.com/index.php/legal/privacy |
| All the Write Type | https://www.atrtonline.com/privacy-policy.html |
| Boddle | https://www.boddlelearning.com/privacy-policy |
| Book Creator | https://bookcreator.com/privacy-policy/ |
| Boom Learning | https://www.atrtonline.com/content/privacy_policy.php |
| Canva | https://blog.boomlearning.com/updated-privacy-policy/ |
| ClassCraft | https://about.canva.com/privacy-policy/ |
| Code.org | https://www.classcraft.com/privacy-policy/ |
| Common Lit | https://code.org/privacy |
| Duolingo | https://www.commonlit.org/en/privacy |
| EdPuzzle | https://edpuzzle.com/privacycenter |
| Flipgrid | https://legal.flipgrid.com/privacy.html |
| Generation Genius | https://www.generationgenius.com/privacy/ |
| Kera.pbslearningmedia.org | https://kera.pbslearningmedia.org/help/privacy-policy/ |
| Learning.com | https://www.learning.com/privacy-policy |

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| Learning Ally | https://learningally.org/privacy |
| No Red Ink | https://www.noredink.com/privacy |
| Padlet | https://padlet.com/about/privacy/wish/702087046 |
| Prodigy Math | https://www.prodigygame.com/Privacy-Policy/ |
| Quizziz | https://quizizz.com/privacy |
| Quizlet Live | https://quizlet.com/privacy |
| Read Theory | https://readtheory.org/welcome/privacyPolicy |
| Readworks | https://www.readworks.org/privacy |
| Scratch | https://scratch.mit.edu/privacy_policy/ |
| Senor Wooly | https://duckduckgo.com/?q=socrative+privacy&ia=web |
| Socrative Student | https://socrative.com/privacy.html |
| Synth | https://gosynth.com/m/privacy/ |
| Autocad/Tinkercad | https://www.autodesk.com/company/legal-notices-trademarks/privacystatement/childrens-privacystatement |
| ThingLink | https://www.thinglink.com/terms |
| Tynker | Student User Privacy Policy \| Coding for Kids \| Tynker |
| Xtra Math | https://cdn0.xtramath.org/docs/en-asl/privacy-policy.pdf |
| Wakelet | https://wakelet.com/privacy.html |
| **Approved Apps that do not collect student names** | **Privacy/Terms** |
| Evernote | https://evernote.com/privacy/policy |
| Explain Everything | https://explaineverything.com/privacy-policy/ |
| Padlet | https://padlet.com/about/terms |
| Splash Math | https://www.splashmath.com/privacy |
| Starfall | https://teach.starfall.com/lv/info/privacy |
| Tumble Books | http://www.tumblebooklibrary.com/privacy.aspx |
| Gale database | https://www.gale.com/privacy |

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| Ozobot Evo | https://ozobot.com/privacy |
| PebbleGo | https://www.pebblego.com/info/privacypolicy.html |
| Perfect Video | https://perfectvideostudio.com/privacy-policy |
| Shadow Puppet Edu | https://studentprivacypledge.org/privacy-pledge/ |
| Storyboard That | https://www.storyboardthat.com/about/privacy-for-schools |
| World Book Online | http://www.tumblebooklibrary.com/privacy.aspx |
| FTC COPPA Rule summary | https://www.ftc.gov/enforcement/rules/rulemaking-regulatory-reformproceedings/childrens-online-privacyprotection-rule |
| FTC | https://www.ftc.gov/tips-advice/business-center/guidance/complying-coppafrequently-asked-questions |
| Safe Exam Browser installation from Moodle only for Gr. 5-8. | https://safeexambrowser.org/about_overview_en.html#privacy-statement |

We reserve the right to update this list throughout the academic year 2022-2023.                   Version PB 5/1/2022

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