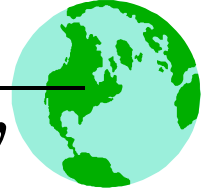




Cardinal
Big Rapids



Public Schools
Technology



Kindergarten – 4th grade Computer Use Agreement

Dear Parent:

This document has been developed to provide you with important information regarding the proper use of technology at Big Rapids Public Schools. Students in Kindergarten through the 4th grade will use computers for a variety of reasons to enhance their educational experience. Our goal by providing this document is to allow you to discuss with your child, the proper use of a computer while at school.

Your child's education is very important to us at Big Rapids Public Schools. During the past year, we have integrated the use of computer technology into many aspects of our curriculum. The use of technology enhances learning, and provides your child with hands on use of technology. The use of technology will continue to grow at Big Rapids Public Schools.

Another important aspect of your child's education includes accessing the internet. All internet access at this level will be in a controlled environment where the teacher oversees computer use. Our goal in providing this service to younger students is to promote educational excellence in our district by learning effective ways to use the technology that is available to all of us in this day and age.

CARDINet is our name for the data network at Big Rapids Public Schools. It provides users access to local information, programs, and the Internet. The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Kindergarten through 4th grade students have access to:

- Curriculum related software at each school.
- A Web browser to research curriculum related information available across the Internet.
- Various University Library Catalogs, and the Library of Congress.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. BRPS continues to take appropriate precautions by locating the computers properly, having an adult oversee the use of the computer lab, and the use of filtering software. However, on a global network it is impossible to control access to all materials and an industrious user may discover controversial information. We firmly believe that the value of the information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of this service.

The following page is the contract portion that will be turned in to your child's teacher. We would like you to read it with your child, and discuss items in the bulleted and numbered list. We hope this helps you to know what we expect while your child uses the computer lab, and what discipline we will use in case of abuse.

If you have any questions about this document, please feel free to contact your child's teacher.

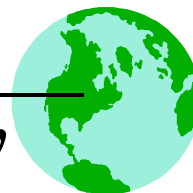
Thank you.



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Please discuss with your child the Elementary Computer Lab Computer Contract attached. It is written at a reading level that is easier for your child to understand. After you have discussed this with your child, please have you and your child sign the contract.

**Elementary Computer Lab
Computer Contract – Grades K - 4**

We use computers in many ways at school. The computer helps us improve our keyboarding, spelling, math, and reading skills. Sometimes we will also use the Internet with our teachers' supervision. Because the computer is very important to our learning, we all must treat the computer correctly. Please read the following

I, _____, promise to treat computers with respect.
I will follow all of the computer rules. I promise to:

- Have clean hands before using the computer.
- Touch the computer in a gentle way.
- Eat and drink before I use the computer.
- Use my inside voice when I use the computer.
- Raise my hand and ask my teacher for help when the computer does not work correctly.

1. If I break the rules once, I will receive one session off from using the computer.
2. If I break the rules twice, I will receive two sessions off from using the computer.
3. If I break the rules again, I will receive four sessions off from using the computer.

Parents:

I, _____, have discussed this document with my child and believe they understand the responsibilities associated with the use of a computer.

Student Name (Printed)

Parent Name (Printed)