

East Amwell Township School

Google Accounts

Dear Students, Parents and Guardians,

Students in grades 3 through 8 will be provided school Google accounts managed through East Amwell School, and your child will be using Chromebooks in the classroom to improve and personalize his/her education this year. Classroom & special subject teachers will be using this technology in their classrooms through the scholastic year. These accounts will be secured through the technology department at East Amwell School and transparent to you, the parents/ guardians, so you have complete visibility to see what your child is working on in class. This initial letter is to help inform both students and parents/ guardians about our technology policies for our new accounts. We encourage students and parents to review and discuss these policies together.

It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of these technologies. Here are some expectations we expect from our students using these devices and accounts:

- Students will follow all expectations outlined in the East Amwell Student Handbook and the East Amwell Network Resources Agreement, both online and in the classroom. Students will also abide by all local, state, and federal laws.
- Students will act as model Digital Citizens.
- Students will not change any screen names, account information or passwords without the acknowledge or consent of East Amwell's School and Technology Department.
- Students will not attempt to clean or repair the devices on their own at anytime; any issues must be reported to a teacher, technology staff member or the administration immediately.
- Students will not load or delete any software on the Chromebook, unless directed **specifically by the classroom teacher**.
- Students will not give out personal information when using the Chromebook or East Amwell Google account.
- Students will keep all assigned accounts and passwords secure, and they will not share these with any other students.
- Students must agree that email, chats, and discussions (or any other computer communication) will be used only for appropriate, legitimate, and responsible school/ classroom purposes.

On the second page of this document, we ask each student and parent/ guardian please read, complete and sign all the necessary sections and return it to their homeroom teacher or the Main Office. We look forward to an excellent and exciting school year with the use of this new technology here at East Amwell School.

Thank You.



John Capuano, Principal

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Student

I, _____, recognize the technical sophistication and expense of the equipment and account I am being entrusted to operate here at East Amwell Township School. I acknowledge that it is a privilege I share with others and that there is a shared trust among us all to protect the hardware and software. My signature below constitutes my pledge that I will not damage or disable the hardware or software entrusted to me, or behave in a manner which might lead to damage to the equipment or injury to others or myself. I further understand that it is unlawful to copy or remove software programs from the Chromebook. My signature on the line below acknowledges that I have read and understand the regulations in this guide, including those concerning acceptable and unacceptable use, computer security, and proper care of the equipment. I further understand that I may be prevented from working with technology resources located at East Amwell School if I violate my pledge and fail to abide by the rules and regulations governing my use of technology at East Amwell School.

Student's Name (please print): _____

Student Signature: _____ Date: _____

Parent/Guardian

As a parent or guardian, I recognize the importance of the above pledge my child has made. I promise to support East Amwell School administration and faculty in developing students who accept responsibility for their own learning and actions. I agree to make sure that my child is acting responsibly and respectfully online and upholding all characteristics of a Digital Citizen.

Parent/ Guardian's Name (please print): _____

Parent/ Guardian's Signature: _____ Date: _____

Part 2: Upon completion of the top half, students & parents/ guardians will then be provided East Amwell Account information managed under the @eastamwell.org domain. **Please copy your account information and store it in a secure location for future reference, and please sign and return the second half of this permission form.**

Student's Name: _____

Username: _____@eastamwell.org

Password (Case Sensitive): _____

_____ Date: _____

Student Signature of receipt of student username & password.

_____ Date: _____

Parent/ Guardian's Signature of receipt of student username & password.

* You must return this paper after your second signature(s) to acknowledge you have received and recorded your account information.