



الاعتزاز بالماضي، الإعداد للمستقبل.  
*Honoring the past. Educating for the future.*

## Internet and Technology

### Acceptable Use Agreement

#### Vision

At SZPAG, we believe that technology furthers a learning community where students are risk takers, critical thinkers and independent learners. Students are engaged in a challenging curriculum that is focused on inquiry-based, hands-on learning. Students are comfortable using technology. Students take responsibility for their own educational success. To meet this vision, staff and students have access to a full range of current technology, applications, and innovative experiences.

#### Purpose

This Agreement outlines the responsibility of students, parents and the school for the use of computers, the internet and other digital technologies.

Learning is an ongoing interaction between students, teachers, administrators and parents. Using technology within education can help augment the curriculum while allowing students to better learn and comprehend the material.

The policies, procedures and information within this document apply to all technology used in school. Teachers and administrators may set additional requirements for use in their classroom.

---

**An Acceptable Use Agreement must be signed and handed to your Homeroom Teacher before you are able to access the computers and other digital technology.**

I have read with my parents The Sheikh Zayed Private Academy for Girls Acceptable Use Agreement.  
I agree to follow the rules contained in the agreement.

Date:

---

Print student name:

---

Signature:

---

Print Parent/Guardian's name:

---

Signature:

---



## Please sign and return only this page to your Homeroom Teacher

Students are expected to use technology in a respectful, responsible and safe manner following the guidelines below:

### Respectful

- Be courteous and ethical in all communications (email, social networking, etc...) - when creating, publishing, posting or sending information in a private or public matter avoid profane language or bullying.
- Respect others' privacy - only access personal files, folders or accounts of others with their permission.
- Respect others' ownership of property - avoid eating or drinking near your devices or those of your friends and the school, and know where your devices are at all times.
- Respect others' ownership of information (Copyright) - taking someone else's work without giving them credit is plagiarism; you must properly cite all sources in your work.
- Respect your teachers and the learning environment of others -students must comply with any teacher's request to shut down the device or close the screen, and devices should be kept on silent or with the volume muted unless otherwise instructed by the teacher.

### Safe

- Never share your passwords or personal information with anyone - ask for teacher or parent permission before posting personal information online (personal information includes your full name, address, phone number, etc.).
- Ask permission of a teacher before downloading or installing any applications over the school network.
- Notify a teacher if there are actions that do not follow the rules or seem unsafe.

### Responsible

- Ensure your usage of any technology devices is in line with school curriculum and approved sources - during classroom instruction time, technology devices should only be used for class related projects and activities approved by the teacher, and only use websites that are allowed at that time by teachers.
- Ensure that all personal and school property is used in the way that it was intended - only use the school network for school related activities and act responsibly when using personal or school hardware, software and the school network.

**The use of school-issued devices to support educational goals is a privilege. Teachers and administrators have the right to see what the students are doing on the devices at all times.**

The school has the right to collect and examine a device if at any time it is used inappropriately or if the IT team suspects a virus that may be affecting the school network.

Any use of technology that does not fit within these guidelines, as determined by a teacher or administrator, will result in disciplinary action.