



## APS Acceptable Use & Responsibility Agreement for Students and Families with Digital Learning Devices

Arlington Public Schools issues devices to students in grades Pre-K through 12th grade to support **daily instructional activities**. When you use your issued device, or access the APS network, you must follow [School Board Policy I-9.2.5.1 Electronic Technologies Acceptable Use \(AUP\)](#) and the Guidelines on Digital Devices, which can be found in the APS Student Code of Conduct. We encourage you to read over these rules and guidelines with your family and discuss how to be responsible when using your APS-owned device.

Here are some important reminders from the AUP and APS Handbook. You can find more information at [http://www.apsva.us/digital\\_learning](http://www.apsva.us/digital_learning). Your device is owned by Arlington Public Schools.

- Follow Arlington Public Schools rules when using your device and the APS network
- Follow school rules and staff instructions when using your device and the APS network
- Report Inappropriate content to a teacher or administrator immediately
- Report security or hardware problems to a teacher or administrator immediately
- Follow copyright and fair-use laws
- Only audio-record, photograph, or video-record others with their knowledge and permission
- Only use the device and accessories issued to you
- Do not add iCloud accounts to the device
- Only use applications from the APS app catalog or that have been authorized by APS

### Upkeep of device:

- Keep your devices and accessories where you can find them and see them
- Leave your case on your device
- Keep the device clean and free of stickers and drawings
- Keep all food and drink away from your device.
- Avoid leaving your device in a vehicle for long periods of time, and try to keep it out of plain sight.

When you use your device at home, please make sure that you are following your family's rules regarding device usage. If your device and its accessories are broken, damaged, or lost due to intentional (on purpose) or negligent (careless) acts, your family could be financially responsible. Fees for breakage and loss can be found on the APS website [Damage to Devices](#) page.

I have read the above statements, or they have been explained to me, and agree to follow the APS AUP and the Guidelines on Digital Devices in the APS Student Code of Conduct.

\_\_\_\_\_ Student Name

\_\_\_\_\_ Student ID \_\_\_\_\_ Date

I have read and understood the above statements and know that additional information is available on the APS website and from my child's school.

\_\_\_\_\_ Parent/Legal Guardian Signature

\_\_\_\_\_ Date