

Family Technology Contract

This document is designed to facilitate discussion about technology use in the home and to help families develop their own contract that outlines rules and expectations.

1 Talk about **WHEN and WHERE** technology is used.

Establish places where it is appropriate to use technology - family spaces, bedroom, dinner table. Think about how much time should be spent with technology. Ask yourselves, "How can we balance technology use with other activities, homework, and sleep time?"

CONCORDIA Recommends That:

- All devices are used only in an open area where the screen is visible to an adult. Children should not be on a device in a room with the door closed.
- Families decide on a time when all devices are turned OFF for the night.
- Families designate a place outside a child's room where all technology devices are charged overnight.

OUR PLAN

We talked about **WHERE** technology should be used at home and **WHEN** it should not be used. We agree to:

2 Talk about **HOW** technology will be used and monitored.

Establish ways to maintain open and honest communication about how children use technology. Have a plan for deciding what software and apps are appropriate for your child and how much time (if any) will be allowed for gaming/entertainment. If you allow video games to be installed, use the video game ratings to decide which games are okay to play.



CONCORDIA Recommends That:

- The primary use of the Laptop Program laptop is for school work, not gaming.
- Parents are the administrator of the laptop and other tech devices. The administrator password should not be shared with children.
- Parents decide what is allowed to be installed on the laptop and other tech devices. Children should not be allowed to download their own games, apps, or software.
- Parents can check the contents of technology devices at any time.

OUR PLAN

We agree to the following plan for deciding what can be installed on tech devices.

If a technology device is to be used for entertainment/gaming, the following conditions must be met. (e.g., homework completed, chores done).

3 Talk about **PRIVACY**.

Work with your children to determine strong passwords, and help them understand the importance of not sharing their passwords with others. How will you stay aware of where they go online, and help them make good choices? How will you monitor their communication (email, texting, instant messaging, audio or video chat)? Decide who you will allow your child to communicate with and when.

CONCORDIA Recommends That:

- Parents must know ALL their child's passwords for school accounts and any online services they use.
- Parents monitor the sites your child visits online and check browser history.
- Parents monitor your child's electronic communication for content and appropriateness.
- Children under 13 should not have any social networking accounts. (e.g., Facebook, Instagram, Snapchat)
- Parents regulate your child's access to your family Internet and VPN. Children should not have personal VPN's.

OUR PLAN

We talked about passwords, and how to decide which websites are appropriate for my child. We also discussed online communication and established appropriate times, places, and people.

We agree to:

4 Talk about online **SAFETY**.

Discuss the importance of being safe online. Just like you want to know where your child is going and what they are doing when they go outside the house, you want to know where they are going and what they are doing online. Talk about sharing information online, and what children need to do to protect themselves.

CONCORDIA Recommends That:

- When posting something publically online, never give out any personal information that could let someone you don't know find you.
- Children must have parent permission and supervision when signing up for any online account.
- If inappropriate material should appear on the screen, or if someone sends inappropriate material, children must tell an adult immediately.
- Children must not communicate with a stranger. If children are contacted by an unfamiliar user, they must tell an adult immediately.

OUR PLAN

We talked about online **SAFETY**. We agree to:

5 Talk about device **CARE** and **MAINTENANCE**.

A laptop is an expensive device. Discuss responsible care and use. Ask, "Why is it important to treat the device gently? What will be done if it is broken, lost, or stolen?"

CONCORDIA Recommends That:

- Laptop Program laptops should be carried in a padded case or backpack with a padded sleeve.
- Children should close the laptop lid and use two hands when carrying the laptop.
- Children should not carry the laptop by the screen.
- If the laptop is broken children need to let an adult know immediately. The sooner someone knows the sooner the computer can be fixed and used for school work.
- Similar principles should also be applied to other tech devices.

OUR PLAN

We agree to:

6 Talk about device **DIGITAL CITIZENSHIP**.

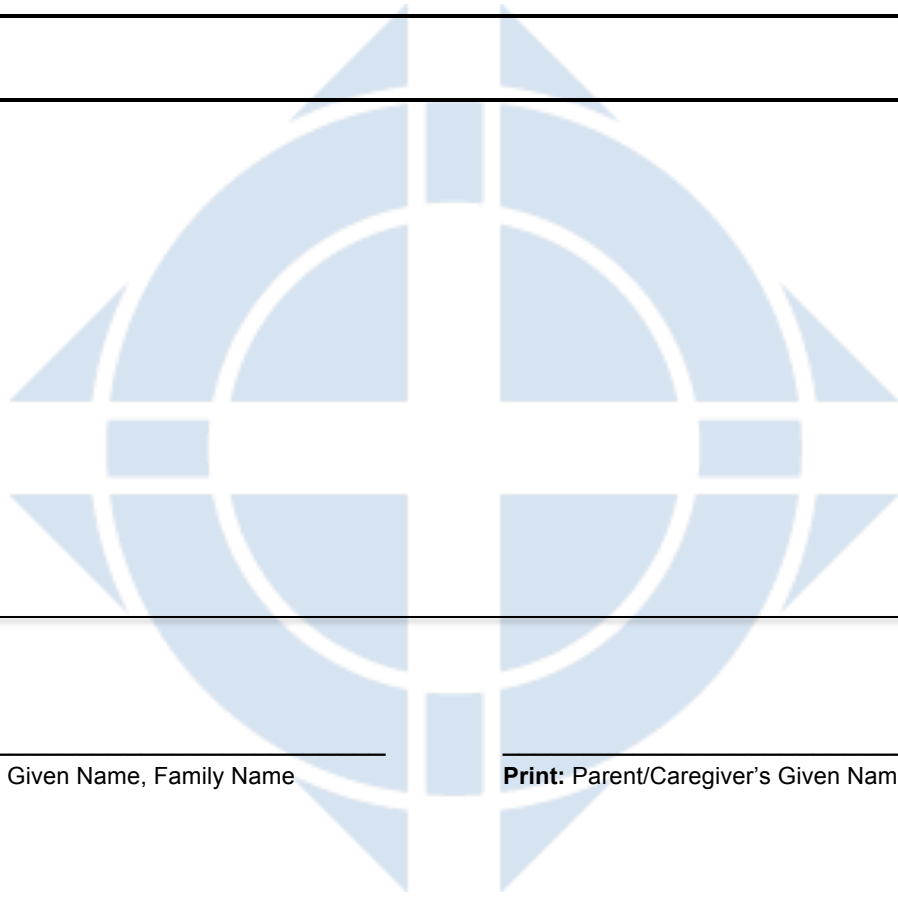
Discuss the importance of appropriate, respectful, and kind behavior online. Discuss consequences for inappropriate behavior.

CONCORDIA Recommends That:

- Children do not spam. (Send repeated unwanted messages.)
- Children do not post anything about anyone else without their permission.
- Children get permission before posting or sharing photos or videos of anyone else.
- Children never use inappropriate, hurtful, or vulgar language.

OUR PLAN

We agree to the following behavior expectations:



Print: Student's Given Name, Family Name

Print: Parent/Caregiver's Given Name, Family Name

Signed by Child

Signed by Parent or Caregiver

Date