

Technology Education
Computer Lab Behavior Requirements

Blue Grass Baptist School
Lynnlee N. Watts,
Technology Coordinator

2009-2010

All students enrolled in computer courses at BGBS are required to follow a behavior standard. Part of that behavior standard is following the computer lab rules. Each day as you enter the computer lab for class, you should follow these steps:

- 1) Enter the Computer Lab quietly and sit quietly until class begins.
 - 2) Put anything that you brought neatly to the side of the monitor. Do not put books and/or other items on the towers or on the keyboards. It breaks our equipment.
 - 3) Only bring the required supplies for the class you are attending. There is not room in the computer lab for extra notebooks, books, etc.
 - 4) Remember to never enter the Computer lab with chewing gum/candy, food, or drinks.
 - 5) Do not log on or open any programs until instructed to do so. Please, check the board and see if instructions are written on the board for your class.
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- Every student needs headphones.
 - Every student needs a notebook dictionary, a three ring binder with loose-leaf paper, and a flash drive for storing homework assignment and reports.
 - You will be responsible for keeping track of handouts, homework, notes and passwords

It is very important that the Computer Lab be treated respectfully and taken care of by every student who uses the Lab. We must also remember the environment in which we are working and maintain respect for our school, our administration, teachers, fellow students and ourselves. The following sites and areas of the Internet are off-limits with no exception:

- 1) Chat Rooms
- 2) Cheats/Codes, Gamer Sites, etc
- 3) On-line game sites (including but not limited to Runescape and World of Warcraft.)
- 4) Nothing may be downloaded onto the computers, without prior approval from Mrs. Watts.
- 5) Other sites may be restricted as needed.
- 6) Remember, overriding a blocked site should only take place with Mrs. Watts' approval.

You are required to follow the rules. ***Breaking classroom rules will result in demerits, removal from the class, and up to suspension.***

It is never acceptable to log onto the Internet without permission or to move your seat next to a friend and begin talking.

All students must come to class prepared, with notebook, paper, writing instrument and your flash.

Please, use the restroom and get a drink prior to coming to the computer lab.

If you ask for permission to use the Internet and it is granted, you must only go to sites you have asked permission to visit and not navigate to other websites. You must be responsible for privileges granted to you by Mrs. Watts.

I, _____ (print), have read and understand the rules and responsibilities in the computer lab. I commit to follow our technology rules. I understand that failing to comply with the rules in the computer lab will result in demerits. I am willing to accept the consequences for my actions and understand my responsibilities in regard to the Computer Lab.

Student Signature

Parent Signature

Date

Date