

## **COMPUTER ROOM GOALS--RESPONSIBILITY--CONSEQUENCES**

**Goal:** The computer room at OCCS will be an area that facilitates improving students' computer skills and provides opportunities for enriching classroom curriculum.

### **Responsible and Respectful Behavior:**

#### **Students will:**

1. Enter the lab quietly with clean hands and shoes and without food or drink.
2. Sit appropriately on their assigned chair.
3. Wait for instructions from the teacher - only login with permission
4. Work quietly on the assigned task.
5. Use keyboards and mouse appropriately and use proper posture.
6. Raise hand when help is needed.
7. When leaving the computer room:
  - a. Return the computer to login screen
  - b. Wrap and put away headphones
  - c. Clear work area of notebooks, paper, pencils
  - d. Push in chairs
8. Have a contract signed by the student and their parents for Internet and school network use. (grades 5-8 only).
9. Access only their own files
10. Access the computer lab only when there is teacher supervision. No exceptions.

### **Encouragement:**

Praise will be given individually and/or to classes for responsible behavior

### **Consequences:**

Misbehavior in computer room [ex. - in computer room without permission or without a teacher, misusing the equipment, logging into another students' account, etc]

**First infraction:** Reminder of the rules

**Second infraction:** Taking away student use of computer for the class period. + Detention

**Third infraction:** Denial of student computer use for 1 week. + Detention

#### Internet Misuse

**First infraction:** Denial of student privilege of computer use (1 week) + Detention

**Second infraction:** Denial of student privilege of computer use (1 quarter) + Detention

**Third infraction:** Denial of student privilege of computer use for the remainder of the school year + Detention