To Pupils・Parents

June 2021.

Rules When You Use GIGA School Personal Terminal at Home

<u>Kawaguchi Municipal●●●Elementary・Junior High School</u>

GIGA School Personal Terminal (hereinafter referred to as "Terminal") is supposed to help you gaining a better understanding of the subjects covered at school and making your learnings more fruitful. The Terminal is a tool that helps your learning. However, it allows you to receive school's regular lessons even at home, or greatly helps your learning activities, there still remains some grounds of concern.

In that regard, "Rules When You Use GIGA School Personal Terminal at Home" is established. Keep and follow the rules and instructions for "Safe, Secure and Comfortable" use of our Terminal.

1 Purpose
・Purpose of the use of this Terminal is to help pupils' learning activities. It cannot be used for other purposes.

2 At home
・Do not use the Terminal outside your house.
・Do not take out the Terminal from the bag on the way to school and to home.
・Wash your hands and fingers thoroughly before and after the use of the Terminal.
・Always pay attention not to lost, drop or break, put heavy items on the Terminal, or get it wet.
・Do not run while carrying the Terminal, nor place it on the ground.
・Do not place the Terminal beneath the bag, nor put it in the bottom of the bag.
・Do not place the Terminal under the direct sunlight, nor near the heating equipment.
・When writing letters, etc. on the screen, you have to use fingers. Never use pencils nor pens. Doodling on the surface of the Terminal, place a magnet close to the Terminal, etc. are prohibited.
・Do not use the Terminal for a long stretch of time.

3 Storage
・Store the Terminal within eyeshot of parents.

4 For your health
・When you use the Terminal, always keep the right posture. Also keep the distance of 30 cm or more from the screen.
・Give your eyes a rest by focusing on the distant objects, etc. at least once in every 30 minutes.
・When you use the Terminal at home, predetermine the usage of it with parents, avoid long-hour operation, and take the rest as often as possible.
・Shut down the Terminal 30 minutes before going to bed.

5 Security
・Although browsing restriction is set on the Internet, if you happened to open an inappropriate website, close it immediately and inform it to parents.

6 Personal Information, etc.
・Do not lend this Terminal to others, nor let anyone use this Terminal.
・Never open personal information of yours or other's (name, address, phone number, face photo, etc.) on the Internet.
・Never post messages that may hurt or annoy others.
・User account to use tools and services is provided to each. Never divulge your account name, password, etc. to others.

7 Photographing
・Always get a permission from the concerned person when you take photos of people.

8 Data storing
・Only the academic data you created or collected from websites (photos, movies, etc.) can be stored with teacher's permission.

9 Malfunction, troubles
・In case the Terminal is broken at home, or you have lost it, report it to parents and immediately contact the school. (except on Sat, Sun and National holidays)

10 Restriction
・When you failed to follow this 『Rules When You Use This GIGA School Personal Terminal at Home』, you will be deprived of your rights of using the Terminal.