

ACCEPTABLE USE POLICY

The Mount Greylock Network (school computers, school drives, and Internet access) has been designed to support students, in an ever-changing world, as they develop their skills to become better:

- researchers
- collaborators
- creators
- presenters
- innovators
- life-long learners
- contributors
- problem solvers
- digital citizens

We recognize that, increasingly, students and teachers will engage opportunities to create, collaborate and learn online in networked public spaces. One of our roles as a school is to help build a digital literacy, one that helps students negotiate these connected spaces and learn successfully from the resources the Internet affords us. Because the Mount Greylock Network supports the development of students' skills both inside and outside of the classroom, it is essential that students access and use the Network in a responsible, legal and ethical manner.

Acceptable Use of the Network

Students should use the Network with the awareness that any information stored on Mount Greylock computers or drives is not private; network administrators and the Mount Greylock administration reserve the right to regulate files to preserve Network security. All school computers and the devices connected to the Network are filtered and regulated in accordance with CIPA (Children's Internet Protection Act). Students will not use the Network to gain unauthorized access to system programs, personal information about Network users or school administration information.

Students will not misrepresent themselves on the Network, including using another student's log-in and/or password information.

Acceptable Use of the Internet

Students should only use the Internet at school to support the educational objectives of their courses of study. Students are allowed to use their own laptops and mobile devices at Mount Greylock; however, they should not use mobile phones in classes unless they have received permission from a faculty member.

Students' use of the Internet is governed by the following safety and ethics guidelines. We will encourage and educate our students so they:

- do not use the Internet to review, publish, or download inappropriate materials
- do not use the anonymity that the Internet can allow to make anti-social communications (i.e. cyberbullying)
- realize and understand that a permanent, traceable record exists once any information or images are published on the Internet
- be highly selective about the use of the Internet at school to transfer important personal information (telephone numbers, financial information, addresses, passwords)
- do not distribute or use copyrighted material without legal permission
- log out a previous user if s/he forgets to do so
- do not share images, video or any media of others without their consent

Student use of the Internet is a privilege, not a right at Mount Greylock. Inappropriate use of the Internet will result in limitation, suspension, or termination of a student's access to the Internet and Network, as well as appropriate consequences as delineated in the Student Handbook.

Inappropriate use of material created on school grounds or the showing to any of the school population or of activities on devices not connected to the Network are the responsibility and the liability of the owner of the device contract.

Being a Digital Citizen

Mount Greylock offers the following ideas as starting points to help you understand Digital Citizenship:

- Respect Yourself. I will select online names that are appropriate. I will carefully consider the information and images that I post online.
- Protect Yourself. I will not publish my personal details, contact details or a schedule of my activities.
- Respect Others. I will not use technologies to bully or tease other people.
- Protect Others. I will protect others by reporting abuse and not forwarding inappropriate materials or communications.
- Respect Intellectual Property. I will suitably cite any and all use of websites, books, media, etc.
- Protect Intellectual Property. I will request to use the software and media others produce.

Students will receive a copy of the Acceptable Use Policy and both they and their parents or guardians will be asked to complete the acknowledgement below:

Consequences for Violations

I understand and will follow this Acceptable Use Policy. If I break this agreement, the consequences could include suspension of computer privileges and/or disciplinary action under the auspices of insubordination.

Student's Name (please print) _____

Student's Signature _____

Date _____

As the parent or guardian of this student, I have read the Acceptable Use Policy. I understand that technology is provided for educational purposes in keeping with the academic goals of Mount Greylock Regional School, and that student use for any other purpose is inappropriate. I recognize it is impossible for the school to restrict access to all controversial materials, and I will not hold the school responsible for materials acquired on the school network. I understand that children's computer activities at home should be supervised as they can affect the academic environment at school.

I hereby give permission for my child to use technology resources at Mount Greylock Regional School.

Parent or Guardian's Name (please print) _____

Parent or Guardian's Signature _____

Date _____

(Portions of this text from <http://www.utechtips.com/2009/07/31/aup-driven-by-vision-not-protection/>)