

Responsible Use Policy - Student Guidelines

Friendswood Independent School District provides a variety of electronic resources for educational purposes. District electronic resources are defined as the District's network (including the wireless network), servers, computer workstations, mobile technologies, peripherals, applications, databases, online resources, Internet access, email, and any other technology designated for use by students, including all new technologies as they become available. This also includes any access to Friendswood ISD electronic resources while on or near school property, in school vehicles and at school-sponsored activities, and includes the appropriate use of district technology resources via off-campus remote access. Please note the Internet is a network of many types of communication and is part of the district's electronic resources. These applications offer a variety of opportunities to communicate, collaborate, and create, which are essential to authentic learning.

In accordance with the Children's Internet Protection Act, Friendswood Independent School District educates staff and students regarding appropriate online behavior to insure Internet safety, including use of email and internet resources, and has deployed filtering technology and protection measures to restrict access to inappropriate content such as those that are illegal, harmful, or contain potentially offensive information. While every effort is made to provide the most secure and optimal learning environment, it is not possible to absolutely prevent access (accidental or otherwise) to inappropriate content. **It is each student's responsibility to follow the guidelines for appropriate and responsible use.**

SOME GUIDELINES FOR RESPONSIBLE USE

- Students must only open, view, modify, and delete their own files.
- Internet use at school must be directly related to school assignments and projects.
- Students may be assigned individual email and network accounts and must use only those accounts and passwords that they have been granted permission by the district to use. All account activity should be for educational purposes only.
- Students must immediately report threatening messages or discomfoting Internet files/sites to a teacher.
- Students must at all times use the district's electronic resources, including email, wireless network access, and internet tools/resources to communicate only in ways that are kind, productive and respectful.
- Students are responsible at all times for their use of the district's electronic resources and must assume personal responsibility to behave ethically and responsibly, even when technology provides them freedom to do otherwise.

SOME EXAMPLES OF INAPPROPRIATE USE

- Using any electronic resource for illegal purposes including, but not limited to, cyberbullying, gambling, pornography, and computer hacking.
- Disabling or attempting to bypass any system monitoring or filtering or security measures with a VPN or any other source.
- Sharing usernames and passwords with others; and/or borrowing someone else's username, password, or account access.
- Purposefully opening, viewing, using or deleting files belonging to another system user without permission.
- Electronically posting personal information about one's self or others that is inappropriate or damaging to character.
- Downloading or plagiarizing copyrighted information without permission from the copyright holder.

- Intentionally introducing a virus or other malicious programs onto the district's system.
- Electronically posting media or accessing materials that are abusive, obscene, sexually oriented, threatening, racist, harassing, illegal or damaging to another's reputation.
- Electronically lobbying for political purposes.
- Gaining unauthorized access to restricted information or network resources.
- Purposefully utilizing the district's electronic resources in any way that disrupts the use of any computers or networks by others.
- Using any device which permits recording the voice or image of another in any way that disrupts the educational environment, invades the privacy of others, or is made without the prior consent of the individual(s) being recorded or photographed.
- Purposely searching and/or viewing any content that is inappropriate.

EMAIL/ELECTRONIC STORAGE

1. Friendswood ISD staff may arrange for electronic communications, and electronic storage accounts for students on a limited basis for instructional purposes only. As the district provides these accounts, they are considered to be district accounts not personal accounts, and therefore governed by applicable district policies. All communications and data accessible from these accounts are not considered to be private and shall be monitored by district staff.
2. Messages and data in violation of this or other district policies may be archived and/or deleted without notification.
3. All users of any electronic mail either provided by the District or transmitted through the District's technology resources are required to comply with this Responsible Use Policy.
4. Never assume electronic mail or storage is private. Messages relating to or in support of illegal activities must be reported to the authorities and the District will comply with state and federal laws, as well as court orders or subpoenas that will require disclosure.

SPECIAL NOTE: CYBERBULLYING

Cyberbullying is defined as the use of any Internet-connected device for the purpose of bullying, harassing, or intimidating another student. This includes, but may not be limited to:

- Sending abusive text messages to cell phones, computers, or Internet-connected game consoles.
- Posting abusive comments on someone's social networking site.
- Creating a social networking site or web page that masquerades as the victim's personal site and using it to embarrass him or her.
- Making it appear that the victim is posting malicious comments about friends to isolate him or her from friends.
- Posting the victim's personal identifiable information on a site to put them at greater risk of contact by predators.
- Sending abusive comments while playing interactive games.
- Acquiring and/or sharing media, sometimes manipulating it to embarrass the target.

CONSEQUENCES FOR INAPPROPRIATE USE

- Appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws including monetary damages.
- Suspension of access to the district's electronic resources.
- Revocation of the district's electronic account(s); and/or

- Termination of System User Account: The district may deny, revoke, or suspend specific user's access to the district's system with or without cause or notice for lack of use, violation of policy or regulations regarding acceptable network use, or as a result of disciplinary actions against user.
- Possible criminal action.

ALL PERSONAL LAPTOPS SHOULD BE CLEARLY LABELED WITH STUDENT'S FULL NAME.

Students are responsible for personal property brought to school and should keep personal items with self or in a locked space. Devices should be charged prior to bringing to school. Devices brought by students are not eligible for technical support and must adhere to these responsible use guidelines while on school grounds. The school is not responsible for students who bring their own Internet connectivity via air-cards or data-plan on a mobile device.

In the event the technology is used inappropriately, normal disciplinary consequences may occur.

DISCLAIMERS

1. Friendswood ISD and its individual schools, administrators, faculty, and staff thereof, make no warranties of any kind for the service provided and will not be held responsible for any damage suffered by users. This includes the loss of data resulting from delays, non-deliveries, miss-deliveries, and intrusion by computer virus, or service interruption.
2. Use of any information obtained via network access is at the risk of the user, and Friendswood ISD specifically denies any responsibility for the accuracy or quality of the information obtained.
3. Friendswood ISD cannot guarantee complete protection from inappropriate material. Furthermore, it is impossible for the district or content filter to reflect each individual or family's opinions of what constitutes "inappropriate material." If a student mistakenly accesses inappropriate information, he/she should immediately notify a district staff member.
4. Friendswood ISD is not liable for an individual's inappropriate use of district's electronic resources or violations of copyright restrictions or other laws, or for costs incurred by users through use of Friendswood ISD's electronic resources.
5. Friendswood ISD is not liable for any individual's personal device lost, stolen or damaged while at school or on school property.
6. The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the District's electronic resources.

I have read the Friendswood Independent School District Policy for Responsible Use of Computers and Networks. I understand that Friendswood ISD has taken reasonable precautions to eliminate access to inappropriate material and I will not hold the district or staff members responsible if inappropriate material is inadvertently accessed. I know that it is each student's responsibility to follow the guidelines for appropriate and responsible use. I recognize the district may deny, revoke, or suspend specific user's access to the district's system with or without cause or notice for lack of use, violation of policy or regulations regarding acceptable network use, or as a result of disciplinary actions against the user. I understand that this agreement will be in effect for one school year and must be re-signed in subsequent years.

THIS FORM IS SIGNED ANNUALLY DURING ONLINE VERIFICATION IN SKYWARD

Responsible Use of Technology - Elementary Student Contract

Friendswood Independent School District provides access to many types of technology for students to use in school. The **Children's Internet Protection Act** states FISD must educate students on appropriate online behavior to insure Internet safety. It is each student's responsibility to follow the guidelines for appropriate and responsible use.

I WILL BE RESPONSIBLE

- I will only open, change, and delete my own files.
- I will use the Internet at school to work on school projects and assignments.
- I will only use email and network accounts that my teacher has given me permission to use.
- I will tell my teacher if I see anything on the Internet that makes me feel uncomfortable.
- I will use the technology at school in ways that are kind, respectful and productive.
- I will behave responsibly at all times when using the technology at school.
- I will not do anything illegal: including cyberbullying, posting inappropriate pictures, or trying to hack into somebody else's computer.
- I will not intentionally view or search for anything inappropriate.
- I will not share my username or password with anybody.
- I will not use anybody else's username or password.
- I will not open, look at, use, or delete anybody's files without their permission.
- I will not post my personal information. This includes my address, phone number, and pictures.
- I will not download or copy copyrighted information without permission from the copyright holder.
- I will not post messages or information that is mean or inappropriate.
- I will not play online games, download software or music, or watch videos, unless given permission by my teacher for schoolwork.
- I will not use the district's technology in any way that disrupts the use of any computers or networks.
- I will not intentionally search and/or view any content that is inappropriate.

EMAIL/ELECTRONIC STORAGE

1. My student email is to be used for school. It is not a personal email and will be monitored by my teacher.
2. Any messages that are not following the rules may be saved and or deleted at any time.
3. I must follow the guidelines of the Responsible Use Policy when using my email.
4. My messages will not be private and anything inappropriate will be reported to the principal.

SPECIAL NOTE: CYBERBULLYING

1. I will not send mean or ugly text message to cell phones, computers, or games.
2. I will not post mean or ugly comments on someone's social network.
3. I will not create a website pretending to be someone else.
4. I will not post another person's pictures or their personal information.
5. I will not take embarrassing photos with my cell phone or other digital device and post them.

CONSEQUENCES FOR INAPPROPRIATE USE

- I may be sent to the principal who will follow the Student Code of Conduct guidelines.
- I may not be able to log onto the network.
- I may lose my FISD accounts and their access.

PERSONAL ELECTRONIC MOBILE DEVICES

1. I may bring electronic devices to school to work on school projects when my teacher gives me permission.
2. I need to make sure that all of my devices have my first and last name on them.
3. I am responsible for my own device and I should put it in a safe place while it is at school.
4. I need to make sure that my device is already charged before I bring it to school.
5. I need to already know how to use my device that I bring. There will not be technical support for any personal devices.