

Student Acceptable Use Policy for Technology – I-200

Overview

The Northborough Public School District provides students and staff access to a robust technology infrastructure that includes Internet access. The district's goal in providing this technology is to support and promote educational excellence and a sense of community in our schools by facilitating resource sharing, innovation, and communication.

All those who use district information technology resources must comply with the written policies covering their use as well as the spirit and intent of those policies. Use of school technology resources must be in support of education and research consistent with educational objectives.

The district is required to comply with the Child Internet Protection Act (CIPA) (<http://www.fcc.gov/cgv/consumerfacts/cipa.html>) which obligates the schools to block or filter Internet access to content that is: (a) obscene, (b) child pornography, or (c) harmful to minors. No filter is one-hundred percent effective and use of such filtering does not guarantee that network users will not come in contact with inappropriate sites. All users accessing the Internet do so at their own risk.

Users are expected to abide by the guidelines listed below for acceptable use of technology. The user is personally responsible for his or her actions in accessing and using district technology resources. Users should be careful not to have their own statements mistakenly attributed to the district. Network storage areas may be reviewed by an administrator to maintain system integrity and to ensure that the system is being used responsibly. Computer storage space is not private and contents may be viewed at any time.

Guidelines

Students are expected to abide by the guidelines listed below for acceptable use of technology resources. The school district has instituted these guidelines to protect students and foster the use of technology in a safe environment. Students are personally responsible for their actions in accessing and using the school's technological resources. Inappropriate use may result in network use and/or account being denied, revoked or suspended, and/or other disciplinary action.

General information

- Illegal activities, including violation of copyright or other contracts, and unauthorized access, including "hacking," are strictly forbidden.
- Network storage areas may be reviewed by school personnel to maintain system integrity and to ensure that the students are using the system responsibly. Network storage should be used only for educational purposes.
- Computer storage space is not private and contents may be viewed at any time.

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Acceptable Uses

- Access the school computers, network, Internet and email only for educationally relevant purposes.
- Use personal electronic devices such as cell phones, handhelds, MP3 players, or laptops only for educational purposes, directly related to the curriculum, and at the discretion of the teacher. School rules must be adhered to; see student handbook.
- Connect or install any computer hardware, software, or other electronic devices only with prior approval of the teacher.
- Respect the rights of copyright owners by citing your sources and do not plagiarize work that you find on the Internet.
- Use web based blogging or social networking sites only when directly related to the curriculum and with *direct adult supervision* and permission.
- Promptly disclose to a teacher or administrator any misuse of or damage to equipment.

Safety Issues

- Do not share your personal account or password with anyone, leave the account open and unattended, or use an account assigned to another user.
- Never provide last name, address, telephone number, or school name online.
- Never respond to and always report to a teacher or parent, any messages that make you feel uncomfortable or that are from an unknown origin.
- Promptly disclose to a teacher, if by accident, you encounter materials that violate the rules of appropriate use or if you observe another user accessing inappropriate sites.
- Never arrange a meeting in person with someone you met on-line.
- Do not publicly post private information about another person or publicly post confidential communications without the author's consent.
- Do not download any files or execute any attachments which are not from a trusted source.

Examples of Prohibited Uses

- Causing any damage to any computer, software, or service on the school network or sending a file or command that may damage another computer.
- Interfering with the operation of the network in any way. This includes installing shareware, freeware, illegal software or software that you own personally.
- Sending any material that is likely to be offensive, objectionable or could be deemed as harassment or threatening to recipients. This includes cyber bullying. Please see the definition of cyber bullying on the following page under "**Code of Conduct.**"
- Knowingly posting or forwarding any information that is not true.
- Using the school computers or networks for personal or financial gain, advertising, or for political activity.
- Using any social networking sites (examples: chat rooms, instant messaging, Facebook, Myspace) unless directly related to the educational curriculum and with teacher or administrator supervision.
- Accessing or attempting to access unauthorized or restricted network resources or the folders, data or documents of another person.

Student Acceptable Use Policy for Technology

Agreement

I/We have read the Internet Acceptable Use Policy, understand it, and agree to adhere to the principles and procedures detailed within. I/We understand and accept the conditions stated above. I/We understand that my/our student is expected to use good judgment and follow the Policy in making electronic contact with others. Parent permission will be obtained prior to a student's work with their name being put on a school's home page on the Internet.

Should my student breach this policy, I understand that the consequences of this violation could result in but are not limited to:

- revocation of all network access on the School Districts' network
- suspension of computer access
- revocation of computer access
- school suspension
- school expulsion
- legal action and prosecution by the authorities.

If you choose to deny direct Internet access to your student at this time, you are refusing permission for individual exploration only. Students may still be exposed to information from the Internet in guided curricular activities at the discretion of their teachers. A student will not have individual Internet access without a signed Acceptable Use Policy.

Student's name: _____
(Please Print)

Parent signature

Student signature

Parent signature

Date

**Northborough, Southborough,
Northborough/Southborough Regional School Districts
Internet and Media Publication Permission Form**

The school district has created and maintains a school site on the World Wide Web. These pages display basic school information and a photograph of the school. Teachers have also created school web pages to post information pertaining to their own classrooms. From time to time the school's faculty may wish to publish work produced by their students to share with the larger Northborough and Southborough communities using their school's Internet home page or their own classroom web page as a vehicle.

Local news organizations often visit our schools for the purpose of photographing student activities and sports. The photographs are then featured in newspapers, periodicals and may appear on the Internet. At times during the year, we may videotape and/or photograph student activities and events such as plays, concerts and expositions. The videotapes and/or photographs are sometimes broadcast on local cable, posted within the school setting or on the Internet.

Because there is a possibility your student's photograph or work may be published in any of these media, your permission is needed

Please check the statement(s) that apply and return this form to your child's school:

☐ I do **NOT** give permission for my son/daughter's photograph or work to be published in any media.

☐ I give the following permission(s) regarding photographs, videotapes, and publishing my son/daughter's work:

- ☐ My son/daughter **MAY** be photographed or videotaped during the current school year.
- ☐ My son/daughter's work **MAY** be published in print or on the Internet during the current school year.

Reference to include the following:

☐ First Name Only ☐ Full Name ☐ No Name

Student's Name (printed): _____ Grade: _____

Parent/Guardian name (printed): _____

Parent/Guardian signature: _____ Date: _____