

TECHNOLOGY ACCEPTABLE  
USE (Revised April 2016)

**Student Technology Code of Ethics and Rules for Technology Use**

- A. I acknowledge that the use of District technology is a privilege and with that privilege I have no expectation of privacy (i.e. email, data on a workstation or server, network communications, internet use, telephone, voice mail, etc.). I understand that my use of this technology can be monitored electronically by District personnel at any time.
- B. I will not make copies of software from school computers or networks.
- C. I will not install any software on District computers without permission from the local building Technology Operational Assistant or District technology support staff.
- D. I will not give computer software to others unless it is clearly identified as in the public domain, as freeware, or if I have written permission from the copyright owner.
- E. I understand that any illegal installation of copyrighted software on District computers is prohibited. The District upholds the copyright laws of the United States as it applies to computer programs or licenses owned by the District.
- F. I will not knowingly or intentionally introduce a virus, worm, Trojan horse, rootkit, etc. into any computer system.
- G. I will not try to obtain staff or student passwords and will not read or alter other user's files.
- H. I will not damage any computer systems, computer hardware, or alter files or software residing on any District computers.
- I. I will not modify or change data on the system or data belonging to other users.
- J. I will not allow another user, staff or student, to use a computer while logged in with my ID.
- K. I will not create or forward any type of chain mail (i.e. computer virus, notification, good luck notices, etc.)
- L. I will not try to gain unauthorized access to computers, servers or networks within or outside of the District.
- M. I will not use school District technology for purposes other than for school-related work.
- N. I will not access social media for personal use and only access district approved applications if a teacher or district staff member approves it for an educational activity.
- O. I will not modify the existing hardware setup of any District technology without permission from my local building Technology Operational Assistant or District technology support staff. I will not install or use an Ethernet hub/switch, wireless access point (AP), or other networking device on a computer without permission from the Executive Director of Technology or designee.
- P. I will not engage in cyberbullying (using a computer for intentionally mean behavior that will harm others) or other unlawful or inappropriate activities using a computer.

It is the student's responsibility to report problems or malfunctions to a staff member as soon as they occur.

Internet access is available to students and teachers in the District. The Internet provides vast resources for reference, research, and collaboration. The District is committed to continuing to provide excellence in our schools by facilitating resource sharing, communication, and access to current information.

With the ability to access global information comes the availability of information that may not be considered to be of educational value. Although the District has measures in place designed to restrict minors access to materials harmful to minors, on a worldwide network it is impossible to control all materials that an industrious user may find. The District believes in the benefits of having access to research, information access, communications, and other educational materials electronically.

The following are illustrative of, (but not exhaustive of); inappropriate use of technology and that violate District Policy:

- Soliciting or fund-raising for personal causes not related to school business
- Use of profanity or inappropriate language
- Commercial or personal advertising
- Use of technology or networks in an illegal or unethical manner
- Accessing pornographic material
- Use of any attached network that hampers the use by anyone
- Creation of a home page on a District owned server without BPS identification and authorization
- Use of school time for personal/nonschool related access
- Illegal activities of any type

The District may at any time make determinations that particular uses of the Internet are, or are not, consistent with the goals of the District.

## Technology Acceptable Use Policy Signature Page

(for BPS Students and Parents)

I have read the **Birmingham Public Schools Technology Code of Ethics and Rules for Technology Use Agreement**. I understand that violating this Regulation may result in the loss of using BPS technology and that disciplinary action may be taken in accordance with BPS Policy.

Student Name (please print) \_\_\_\_\_

\_\_\_\_\_  
Signature of Student

Building: \_\_\_\_\_

Date: \_\_\_\_\_

### **This Technology Code of Ethics will be added to the Student Code of Conduct.**

I (We), the undersigned parent/legal guardian of, \_\_\_\_\_ have read and thoroughly discussed with my (our) son/daughter the District's Technology Code of Ethics and Rules for technology use, the terms and conditions of which are incorporated herein by reference, and hereby agree to the conditions, rules, and Regulations. By executing this Agreement, I (We) expressly agree to be responsible for my (our) son/daughter's proper use of technology in conformance with the Technology Code of Ethics and Rules for Technology Use, and to assume all responsibility for any liability associated with his/her use of technology. I (We) further understand and agree that the District assumes no responsibility for the student's use of technology. I understand that violating these Regulations may result in the loss of using BPS technology for my child and that disciplinary action which can lead to suspension, expulsion and/or legal action may be taken in accordance with BPS Policy.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

The District highly recommends that parents/guardians discuss the safety and security issues of using electronic mail, social media, chat rooms and other forms of direct electronic communications with your child (e.g. not disclosing personal information such as address, home phone number, etc.).

**The complete text of this policy can be viewed at the Birmingham Public Schools Web site:**  
[www.birmingham.k12.mi.us](http://www.birmingham.k12.mi.us) - Departments, Technology Services, Technology Policies