

ACCEPTABLE USE OF THE COMMUNICATION AND INFORMATION SYSTEMS (CIS) POLICY #815

COMPUTER HARDWARE & SOFTWARE

The Chambersburg Area School District is committed to a technology plan, which affords students optimal computer hardware and software. This is done with the hope that this major investment will be properly safeguarded. Unreasonable damage to computers, peripherals, and software will result in the cost of repairs and/or replacement of these items. Assessed costs for unreasonable damage must be paid to the office and a receipt will be issued. Willful damage or vandalism to school district technology hardware and/or software will be dealt with through the appropriate district disciplinary policy and/or procedure.

COMPUTER SYSTEM & SOCIAL MEDIA GUIDELINES

Students are required to fully **read and sign** the full Acceptable Use Policy (AUP) and Social Media Policy before any computer use takes place. The policies as defined in Board Policy 815 Acceptable Use of The Computers, Networks, Internet, Electronic Communication and Student Information Systems, and Social Media Policy 815.1 are school board adopted policies and current versions are always online at the District's website located at www.casdonline.org/IT/technologyforms.

Policy 815.1 addresses Social Media and a current version can also be found at www.casdonline.org/IT/technologyforms. When using social media, students are responsible for complying with the School District's conduct requirements and may not disrupt the learning atmosphere, educational programs, school activities, and the rights of others as outlined on the policy.

COMMUNITY WEB PORTAL

The Sapphire Community Web Portal is intended to provide a safe and secure environment for the Chambersburg Area School District community to communicate easily and effectively with parents, students and school district employees in the information age. These communications include but are not limited to, report cards, progress reports, attendance and discipline. The Portal is made available to all students, parents, and school district employees and will provide qualified users with a variety of services. Student accounts will be established at the child's school. Parent(s)/Guardian(s) will find directions to apply for an online account at www.casdonline.org/portal.

CIS ACKNOWLEDGMENT AND CONSENT

Students

I have received, read, and understand the Acceptable Use of Communications and Information Systems (CIS) Policy # 815, and will comply with it. Someone from the School District has also reviewed the Policy with me and my parent(s)/guardian(s) have reviewed it with me. In addition, I have been given the opportunity to obtain information from the School District and my parent(s)/guardian(s) about anything I do not understand, and I have received the information I requested. If I have further questions I will ask the building principal and my parents. Additionally, I understand that if I violate this Policy, other School District policies, regulations, rules, or procedures I am subject to the School District's discipline, and could be subject to Internet Service Providers rules, as well as local, state and federal rules and procedures.

Name of Student

Signature of Student

Date of Signature

CIS ACKNOWLEDGMENT AND CONSENT

Parent(s)/ Guardian(s)

As the parent/guardian of a student of the School District, I have received, read, and understand the Acceptable Use of the Communications and Information System (CIS) Policy # 815. In addition, I reviewed the Policy with my child and answered questions he or she asked. If either my child or I have further questions I will ask the building principal. I agree to have my child comply with the requirements of this Policy, other School District policies, regulations, rules, and procedures. Additionally, I understand that if he or she violates the Policy, other School District policies, regulations, rules, or procedures he or she is subject to the School District's discipline, Internet Service Providers rules, as well as local state and federal laws and procedures.

Name of Parent

Signature of Parent

Date of Signature

PARENT RELEASE (please initial at right)	APPROVE	DISAPPROVE
My child may have access to the District's computers, systems and Wide Area Network.		
My child may have access to the Internet.		

PARENT RELEASE (please initial at right)	APPROVE	DISAPPROVE
Release of Student Information on District/school websites or print media: Chambersburg Area School District has established websites at both the District and building levels. On occasion, the District and/or schools may wish to post or publish in print student work, including photographs and information such as student name, grade level, and school. Under no circumstance will the following personal information be displayed for public access: home address, home phone number, or home email address.		
EXTERNAL-Newspaper/TV/District/School photograph and video clip publication Permission for my child to be part of photographs or video clips of school related activities news or publicity.		
INTERNAL-District/School Photograph and video clip productions Permission for my child to be a part of school related photographs or video clips (i.e. school year books, class photos, etc.)		
DISTRICT WEBSITES-School and District Photographs Permission for my child to be included in photographs published on school and/or district website that are accessed by the Internet.		