

Dear Parent(s)/Guardian(s):

The Chambersburg Area School District has adopted a policy that sets the rules for the use of computers and networks, including the Internet. To use the computers and the Internet, all students must obtain parental permission and sign and return the attached form. The computer resources available for your child to use will vary by grade level and curriculum. We believe that the benefits of student access to the Internet exceed any disadvantages. The District uses a Web filtering/blocking service that meets the requirements of the Children's Internet Protection Act. However, there is a wide range of material available on the Internet, some of which may not fit the value of a particular family. Parents or legal guardians are responsible for specifying to their child(ren) what material is and is not acceptable for their child(ren) to access.

District Computer and Internet Rules

General school rules and policies for student behavior apply to the use of the District's computers and networks, including the Internet. The District's computers and networks are provided for educational purposes. Access is given to students who agree to act in a responsible manner.

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 copies of which are available in the school office by request and on the District's Web site www.casdonline.org/IT/technologyforms.

Under the Acceptable Use Policy for Computers and Networks) users are **not** permitted to:

- √ Damage or disrupt the performance or security of computers or computer networks
- √ Use inappropriate language
- √ Engage in personal attacks or harassment of others
- √ Engage in illegal activities
- √ Violate copyright laws or District copyright policy
- √ Post personal contact information other than for the purposes stated in the Acceptable Use Policy
- √ Agree to meet someone that they have met online
- √ Violate the privacy of others
- √ Use another individual's user name or password
- √ Use the computers or computer networks for commercial purposes or political lobbying

Media Coverage and Events

Many times there may be a school event or media event including videotaping where your child's picture may be taken or he/she may complete work that may be published on the World Wide Web. Parental permission is required for your student to participate in media coverage or web publishing.

Social Media Guidelines

There are both **Public** social media networks and **District** approved social media password protected tools. The **Public** social media networks are defined to include: Web sites, Web blogs (logs), wikis, social networks, online forums, virtual worlds and any other social media generally available to the public and which do not fall within the District's electronic network. Examples are MySpace, Facebook, Twitter, Flickr, etc. The District approved social media tools are those that fall within the District's electronic technologies network or which the District has approved for educational use. The District has greater authority and responsibility to protect minors from inappropriate content and can limit public access within this limited public forum.

- √ First and foremost, students are encouraged to always exercise the utmost caution when participating in any form of social media or online communications, both within the Chambersburg Area School District community and beyond.
- √ Students who participate in online interactions must remember that their posts reflect on the entire Chambersburg Area School District community and, as such, are subject to the same behavioral standards set forth in the Student Code of Conduct.
- √ To protect the privacy of CASD students and faculty, students may not, under any circumstances, create digital video recordings of CASD community members either on campus or at off-campus CASD events for online publication or distribution.
- √ Students may not use social media sites to publish disparaging or harassing remarks about CASD community members, athletic or academic contest rivals, etc.

Violations may result in a loss of access as well as other disciplinary or legal action

HomeLogic

Student and parents can register to view their grades and attendance online. You will need your child's student ID number to register. This may be obtained from the building your child attends after the first day entry into the school.

Please complete the Acceptable Use and Social Media Policy Agreement and Permission to Participate in Media Events on the next page and submit with the student enrollment information.



815. ACCEPTABLE USE / 815.1 SOCIAL MEDIA

Student Acknowledgement and Consent

I have received, read, and understand the Acceptable Use of Communications and Information Systems Policy # 815, Social Media Policy # 815.1, and Social Media Administrative Regulation and will comply with them. Someone from the School District has also reviewed them with me, and my parent(s)/guardian(s) have reviewed them 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, or need a copy of the Policies and/or Administrative Regulations I will ask my teacher, principal or my parent(s). Additionally, I understand that if I violate the Policies, Administrative Regulation, other School District policies, regulations, rules, or procedures I am subject to the School District's discipline, and could be subject to social media, ISPs' and websites' requirements, as well as local, state and federal laws, rules, and procedures, whether civil or criminal.

Acceptable Use Policy (AUP) /Social Media Agreement (for students grade 3 – 12 to sign):

Name of Student (please print) _____ Grade _____
 Student Signature _____ Date _____

Parent Acknowledgement and Consent

As the parent/guardian of a student receiving School District services, I have received, read, and understand the Acceptable Use of the Communications and Information System Policy # 815, Social Media Policy # 815.1, and Social Media Administrative Regulation. In addition, I reviewed the Policies and Administrative Regulation with my child and answered questions he or she asked. If either my child or I have further questions or need a copy of the Policies and/or Administrative Regulation I will ask my child's Principal. I agree to have my child comply with the requirements of the Policies, the Administrative Regulation, other School District policies, regulations, rules, and procedures. Additionally, I understand that if he or she violates the Policies, Administrative Regulation, other School District policies, regulations, rules, or procedures he or she is subject to the School District's discipline, as provided above in the Student section.

| 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. | | |

Acceptable Use Policy (AUP) /Social Media Agreement (for parent(s)/guardian(s) to sign):

 Parent or Legal Guardian Printed Name

 Parent or Legal Guardian Signature

 Date