

North Adams Student Network & Internet Acceptable Use and Safety Agreement

Access to the North Adams Community Schools' network, including the Internet, is provided solely for educational purposes and research. Use of these resources is a privilege, not a right. Inappropriate use or failure to comply with the Corporation's computer/devices use policies and guidelines may result in suspension or denial of that privilege (in addition to other disciplinary consequences).

Network Use and Conduct

- Each student is assigned a network account with a unique login. Use of another person's username/password is prohibited. Students may not allow others to use his/her username/password.
- Students may not intentionally access or modify files belonging to other users on the network.
- Equipment that is not owned by North Adams Community Schools may not be connected to or used on the Corporation network.
- Removable media such as, but not limited to, CD's, flash drives, personal cameras, etc., may not be used in/with Corporation computers except through authorized staff and with proper virus detection scanning.
- Students may not use the Corporation computers/network in such a way that would harass other users, damage the software/hardware components, disrupt their use by others or bypass network security.

Internet Use and Conduct

- Students may only access the Internet/Canvas/Microsoft 365/etc. through their assigned username/password.
- Student use of the Internet/Canvas/Microsoft 365/etc. is solely for education purposes related to classroom assignments, research, and projects under the supervision of the classroom teacher or support staff.
- Downloading of files and installation of software, toolbars, or plug-ins onto the hard drive of Corporation computers is prohibited.
- Students may not access personal e-mail, chat rooms, social networks, forums or listservs using Corporation computers.

Digital Citizenship: I will treat people with dignity and respect when using the computers/devices and accessing the Internet.

- I will not threaten, insult, gossip, tease, or treat others with cruelty while I am on Canvas Microsoft 365/etc. I understand this type of behavior is a form of bullying and will not be tolerated and will be punished and result in the loss of privileges.
- I will respect other students' work on the computers/devices. I will not copy, change, or remove another student's work from the computers/devices, the school network, the Internet, or Canvas/Microsoft 365/etc.
- I will tell a teacher or administrator whenever I encounter anything on the Internet (including Canvas/Microsoft 365/etc.) that I think may be inappropriate or a violation of school policies. I will do this in person or by "flagging" the questionable material in Canvas, which will immediately remove the questionable post and notify the teacher.

Online Behavior: I will follow these guidelines when using Internet/Canvas/Microsoft 365/etc.:

- I understand that things I post on Canvas/Microsoft 365/etc. may be seen by everyone at school and at home, and things that are posted on the Internet can be seen by everyone in the world.
- I will not share personal information (either my own nor another student's) including references to where I live, details about family or friends (including names), my age, birthday, home address, or telephone number, on Canvas or on the Internet.
- I understand that authorities (including the district, law enforcement, police, FBI, Secret Service, etc.) have ways of tracking things that are posted on the Internet back to the computers/devices or person that posted it even if the person never uses their own name or leaves any personal information. I understand that anything I post on the Internet could eventually be linked to me.

I have read and understand the **North Adams Community Schools Student Network & Internet Acceptable Use and Safety Agreement** and will comply with the Corporation computer/device use policies and guidelines.

I understand I have no right to privacy when I use the Corporation's computer network, devices and/or the Internet, and that my use may be monitored for inappropriate activity or access to inappropriate sites.

I understand that not complying with the **Student Network & Internet Acceptable Use and Safety Agreement** can result in Suspension or denial of these privileges as well as other disciplinary action and, in some cases, possible legal action.

Student Full Name (**Please Print**) _____ Grade _____

Student Signature _____ Date _____

I, as the student's parent/guardian, have reviewed and discussed the **Student Network & Internet Acceptable Use and Safety Agreement** with my child. I understand and agree to support these guidelines as they pertain to my child's in-school use of computers/devices/Internet.

Parent/Guardian Name (**Please Print**) _____

Parent/Guardian Signature: _____ Date _____