



Westside School seeks to provide the opportunity for students to be academically empowered, respectful, successful, and responsible with technology. To support this goal, we have integrated technology throughout our academic programs.

This document is an agreement between the Westside School (the School) and families that outlines the appropriate use of the School's technology accounts, Chromebooks, Internet services, and other communications-related equipment (the technology) and student conduct with the middle school core agreements towards that technology.

Definitions

Acceptable Use – Student access to technology is provided for purposes consistent with the School's educational mission, curriculum and instructional goals. The same core agreements of integrity, kindness, personal best, respect and responsibility that govern our day-to-day community are relevant when it comes to technology.

Privileges - The use of School technology is a privilege, not a right. Inappropriate use of technology may result in the suspension of privileges and/or disciplinary action.

No Expectation of Privacy – Students have no expectation of privacy in their use of School technology, including email and stored files. The School retains control, custody and supervision of all technology. The School also reserves the right to monitor all technology-related activities by students.

User Accounts – Students will be assigned a School domain owned Google accounts to gain access to technology-based resources. These resources include, but are not limited to, email, cloud storage, learning support websites and Students are expected to access these accounts on a regular basis.

Inappropriate Use - Any use of devices not for educational purposes (school work assigned by the teacher). As well as usage that is meant to cause harm, threaten, and/or violate any of the Schools mission, values or middle school core agreements.

Policy Statement

All middle school students who have been issued the school owned Chromebook and charger are subject to this agreement. Students are expected to use only their own school account and assigned Chromebook for school and educational related purposes and adhere to do their personal best to meet the guidelines and expectations of the following user agreement.



Technology Acceptable Use Agreement

Responsible use of Chromebooks and hardware

The availability of Chromebooks is a privilege of a Westside School student and is allowed to be used in the classrooms under teacher discretion and available to be used at home within the supervision and discretion of the parent and/or guardian. There is no expectation of privacy when using the School's Chromebook. User accounts, devices, and internet usage is all monitored and filtered while at the School and at home. All damage must be reported and notified to the School's technology department.

Responsible Internet and Network Use

Any student using the School issued Chromebook while at Westside School will have access to the Internet, including websites, resources, content, and online tools. Web browsing may be monitored and web activity records will be retained. While on the Schools internet network, internet access is filtered from gambling, adult content, and other inappropriate or network misuse websites. Students are expected to adhere to the core agreements regarding the web filter as a safety precaution. If a site is blocked and believes it shouldn't be, the student may alert the Schools technology department to review.

Although the Schools internet is filtered, other networks are not. The School has installed the software *Securly* on all Chromebooks to support content filtering at home. Please feel free to contact the technology department with any questions or concerns regarding the software to keep the students safe when browsing the Internet on their Chromebooks. Any violations of the Internet or network use must be reported and notified to the School's technology department.

Responsible User Account Management

All students are issued a Westside School Google account to access their Chromebook as well as used to store data on the cloud via Google Drive, Google Mail, and the Google Chromebook hard drive. Students are expected to only use their Westside School account and not interfere with other accounts. There is no expectation of privacy from Westside faculty and/or staff when using a Westside School Google account as the School can access these user accounts whenever deemed necessary.

When Inappropriate Use Occurs

All students are expected to use their technology responsibly and within the mission and values of the School and the middle school core agreements. In the case of inappropriate use, the student will have to meet with the Director of Technology and then follow up conversations will include the Middle School Head and the student's parent and or guardian.