

## **Middle School**

# **PLAN FOR A SAFE AND ORDERLY ENVIRONMENT**

The following guidelines have been developed for a safe and orderly environment at PSESD. The intent of the guidelines in this plan is to develop guidelines for proper behavior, and provide for consequences if proper behavior is not demonstrated. If a problem should occur, teachers, guidance personnel, administrators, police and parents may be involved in conferencing, counseling and advising the student involved.

The school uses a point system to determine discipline violations and consequences. All violations are assigned a point value based on their severity. Violations are grouped into seven categories. Each category relates to a set of prescribed consequences. In most cases, consequences are applied based on this matrix.



### ***Fundamentals of the Discipline Plan***

- All procedures will be in accordance with Governing Board policy.
- The term “parent” is used herein to mean a parent or legal guardian.
- The administration reserves the right to determine the definition of an infraction and to select and apply consequences that may not be in the standard list of penalties.
- An administrator/teachers will choose penalties for infractions.
- Any inappropriate acts that violate the law or are not covered in this plan may be dealt with by the administration.
- Any extreme violations, in any category, may be dealt with more severely than the code prescribes. Police may be notified.
- Students do not have the right to refuse to cooperate with school officials in investigating disciplinary situations. A refusal to cooperate will be considered to be insubordination, and will be subject to disciplinary consequences.
- Students who incur major infractions may be referred directly to the Superintendent with a recommendation for long-term suspension or expulsion. (Weapons, substance abuse, repeated fights, assaults, etc.)
- Students enrolled under an Individual Education Plan (IEP) will be disciplined in accordance with the terms of the IEP.
- Students with a Behavioral Intervention Plan (BIP) will be disciplined in accordance with the terms of the BIP.

## ***How the Points System Works***

- This is a cumulative, yearly program.
- Student behavior will be documented in the school discipline file, which is a report of student behavior problems.
- The student will meet with a teacher or administrator as applicable. If the student is found to be responsible for the behavior the violation will be classified and the points that go with the violation will be added to the student's discipline record. A consequence will also be assigned at that time.
- Students are allowed to accumulate 100 discipline points for the entire school year.
- Students who accumulate more than 100 points of infractions during the school year have lost the privilege of continuing as a student in good standing and may be referred to the Superintendent for long-term suspension or expulsion from Pine Strawberry Elementary School.
- SST (Student Success Team) meetings will be mandatory at 25 point intervals (i.e. 25, 50, 75, and 100) to address specific challenges those students may be having.

## ***End of Year Discipline***

During the month of May, violation of school rules (Category III and above) may result in an Off-Campus Suspension. All procedures regarding suspension will be in effect and, will include for eighth graders, the loss of the privilege to participate in all promotional activities and extracurricular activities.

## ***Parental Notification***

It is the practice of PSESD to notify parents of disciplinary situations as soon as possible. The school will investigate any disciplinary situations prior to notifying parents of the situation. Parents may wish to be present when their student is questioned. Please be aware that the school is not obligated to have parents present when their student is questioned, and that circumstances may not always make that possible.

## ***Verbal Warning***

Prior to accessing points, each staff members will issue a minimum of one (1) verbal warning\* to each student or group of students for category 1 and 2 infractions. The verbal warning may be skipped depending on the severity of the infraction. Staff will ensure that eye contact is made with the student or group of students and that the student or a group of students fully understands that a verbal warning has been issued and that any further infractions will result in the student or group of students earning points as well as consequences.

\* Follow the IEP or Behavior Plan if a student is a recipient of either document. Additionally, there may be instances in which a verbal warning is not warranted, i.e., fighting, criminal misconduct, etc. Staff are to use common sense and their discretion during these kinds of situations.

<b>Category One</b>						
<i>Number of referrals student has received in Category One</i>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<i>Points earned for this referral</i>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

- Category 1 infractions will be handled by the teacher through the 6-Step process within the classroom depending on the teacher's judgment as to the seriousness of the infraction.
- Students will receive a verbal warning (regarding a specific behavior) prior to a Category 1 infraction.

Step 1: Conference with teacher (may be skipped depending on severity of infraction)

Step 2: Lunch Detention

Step 3: Two lunch detention days and parent contact.

Step 4: Three lunch detention days and parent contact.

Step 5: Four lunch detention days and parent contact.

Step 6: Four lunch detention days and parent contact.

A. Public display of affection

B. Dress Code violation

C. Littering on campus

D. Loitering on campus

E. Failure to complete infraction consequence

F. Pass abuse – did not go where he/she was supposed to go

G. Writing or passing notes during class

H. Not working after the teacher/staff member has spoken with student specifically

I. Electronic device violation (cell phones, computers, etc) (may result in confiscation)

J. Gum

K. Minor disrespect to students or staff

**Note:**

The 7th Category One and all subsequent referrals will automatically become Category 2 infractions.

<b>Category Two</b>						
<i>Number of referrals student has received in Category Two</i>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<i>Points earned for this referral</i>	<b>2</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>10</b>	<b>12</b>

- Category 2 infractions will be handled by the teacher through the 6-Step process within the classroom depending on the teacher's judgment as to the seriousness of the infraction.
- Students will receive a verbal warning (regarding a specific behavior) prior to a Category 2 infraction.

Step 1: Conference with teacher (may be skipped depending on severity of infraction)

Step 2: Lunch Detention

Step 3: Two lunch detention days and parent contact.

Step 4: Three days of lunch detention and parent contact.

Step 5: Four days of lunch detention and parent contact.

Step 6: Four days of lunch detention and parent contact.

A. Disorderly behavior

B. Throwing objects – (non-injury)

C. Inappropriate language/gestures not directed to a student or staff

D. Misuse of school property (no breakage)

E. Leaving class without permission (example: early before bell, to get a drink, etc.)

F. Getting students out of class without permission

G. Possession or use of prohibited items (non-weapon)

H. Minor defiance of authority

I. Pushing/shoving/horseplay (non-injury)

J. Excessive talking during class (i.e. interfering with the learning of others)

K. Walking around classroom without permission

L. Tapping/making noises (i.e. interfering with the learning of others)

M. Repeated PDA violations (not necessarily with the same person)

**Note:**

The 7th Category Two and all subsequent referrals will automatically become Category 3 infractions.

<b>Category Three</b>						
<i>Number of referrals student has received in Category Three</i>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<i>Points earned for this referral</i>	<b>10</b>	<b>15</b>	<b>20</b>	<b>20</b>	<b>25</b>	<b>25</b>

- Possible consequences: 2 lunch detentions, 1 day ALC or OSS
- Referral to office administration. Disciplinary points/consequences will be assigned depending on the administrator's judgment as to the seriousness of the infraction.

A. Possession or use of disruptive objects (fire extinguishers, cigarette lighters, matches etc.)

B. Gambling

C. Forgery of parent or staff signature

D. Minor vandalism (Student/parent pays for repair)

E. Jeopardizing the health or safety of self or others

F. Inciting misbehavior

G. Gang activity – (Flashing signs, tagging, gang writing) (Police Will Be Notified)

H. Minor theft (Student returns/replaces items)

I. Misuse of technology resources (changing passwords, viruses, damage, accessing inappropriate sites, etc)

J. Lying or cheating

K. Disorderly conduct – repeated disruptions

L. Truancy – ditching class: Not in assigned location on campus/out of class without a pass

M. Trespassing while suspended

N. Failure to identify self to school employee (i.e. students providing false names to staff members (i.e. substitute teachers) when requested)

O. Excessive Tardies (5 or more, does not include being tardy to school)

P. Physical confrontation/scuffle with another student

Q. Profanity/profane gestures/comments directed at others (including racial, gender, body image slurs/insults)

<b>Category Four / Law Enforcement may be notified</b>				
<i>Number of referrals student has received in Category Four</i>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<i>Points earned for this referral</i>	<b>20</b>	<b>25</b>	<b>25</b>	<b>30</b>

- Possible consequences: 2 to 3 days ALC or OSS
- Referral to office administration. Disciplinary points/consequences will be assigned depending on the administrator's judgment as to the seriousness of the infraction.

- A. Harassment/Bullying (Includes intimidation, threatening, verbal abuse, name calling) (Police will be notified)
- B. Major theft (Student/parent returns item or pays for replacement) (Police will be notified)
- C. Disrespect directed to a student (mooning, de-pantsing, etc.)
- D. Placing fake calls to 911 (Police will be notified)
- E. Inappropriate activation of fire alarms
- F. Fighting (Police will be notified)
- G. Truancy – ditching school -not on school grounds
- H. Possession of a knife (pocket style and/or under 3 inches)

<b>Category Five / Law Enforcement may be notified</b>			
<i>Number of referrals student has received in Category Five</i>	<b>1</b>	<b>2</b>	<b>3</b>
<i>Points earned for this referral</i>	<b>25</b>	<b>30</b>	<b>35</b>

- Possible consequences: 5 days ALC or OSS
- Any infraction of this category may result in a recommendation for Long Term Suspension or Expulsion depending on the administrator's judgment as to the seriousness of the infraction.

- A. Possession or distribution of pornographic or indecent material
- B. Using technology resources to access indecent material
- C. Insubordination – Refusal to follow the direction of a staff member (beyond minor defiance of authority)
- D. Major vandalism – (Student/parent pays for repair or replacement) (Police will be notified)
- E. Misconduct related to gang membership

<b>Category Six / Law Enforcement may be notified</b>		
<i>Number of referrals student has received in Category Six</i>	<b>1</b>	<b>2</b>
<i>Points earned for this referral</i>	<b>50</b>	<b>50</b>

- Possible consequences: 5 to 10 days ALC or OSS
- Any infraction of this category may result in a recommendation for Long Term Suspension or Expulsion depending on the administrator's judgment as to the seriousness of the infraction.

- A. Assault on a staff or student (Police will be notified)
- B. Sexual Harassment (Police will be notified)
- C. Interference with disciplinary and administrative proceedings (Pressuring witnesses)
- D. Open persistent defiance of authority
- E. Extortion
- F. Possession of a drug look alike
- G. Possession or distribution of over the counter medications or nutritional supplements
- H. Possession of firecrackers, dangerous or harmful substances, i.e. acid or mercury
- I. Possession of a knife (over 3 inches long)
- J. Possession of a weapon or a dangerous item
- K. Use, possession, or distribution of tobacco products
- L. Severe intimidation and/or threats
- M. Intent to purchase a controlled substance, alcohol, prescription drugs, tobacco, over the counter, or drug look alike
- N. Possession of drug paraphernalia
- O. Indecent exposure
- P. Fraud (Police will be called)
- Q. Unauthorized entry to school building
- R. Involvement with or knowledge of unauthorized grade changes
- S. Being under the influence of alcohol, a controlled substance, of a vapor-releasing substance containing a toxic substance, prescription medication, or drug look alike (student must participate in counseling)

<b>Category Seven / Law Enforcement may be notified</b>	
<i>Number of referrals student has received in Category Seven</i>	<b>1</b>
<i>Points earned for this referral</i>	<b>100</b>

- Possible consequences: 9 to 10 days OSS
- Any infraction of this category may result in a recommendation for Long Term Suspension or Expulsion depending on the administrator's judgment as to the seriousness of the infraction.

- A. Arson – Intentionally Burning Property
- B. Bomb Threat -Calling in a threat or making statements that show an intention to set off an explosive device
- C. Sale or distribution of alcohol, a controlled substance, of a vapor-releasing substance containing a toxic substance, prescription medication, or drug look alike
- D. Possession / use of explosives
- E. Use of any instrument as a weapon
- F. Possession of a Firearm (student will be expelled)
- G. Possession of a controlled substance, of a vapor-releasing substance containing a toxic substance, prescription medication, or drug look alike
- H. Threatening to commit a violent act at school directed at students/staff



## **Definitions of Disciplinary Actions**

**LUNCH DETENTION:** Lunch Detention will be held Monday-Thursday. Students will report to the detention area at the start of the lunch. Students report directly to the detention area and will get their lunch with the group under the supervision of the teacher. They must sit in the assigned location without communication with other students at lunch. Failure to attend detention or not serving detention appropriately, will result in further disciplinary action. This does NOT take the place of the original detention, but is an additional assignment for the offense of not attending or being sent out.

**ALTERNATIVE LEARNING CLASSROOM (ALC):** Temporary assignment to an alternative learning classroom (ALC) is an alternative to out of school suspension. An ALC may be imposed for part of a day or for one or more days. The student is removed from the regular classroom setting and is assigned to a location isolated from classmates. Classroom teachers will provide work for students to complete while in ALC.

**OUT OF SCHOOL SUSPENSION (OSS):** OSS is served at the location of the parents' choice. The student, while serving OSS, is not to be on or near the school campus or buildings. Suspended students are denied access to any school sponsored activity during the term of suspension. Students suspended will be provided with make-up assignments.

**LONG TERM SUSPENSION (LTS):** This is a suspension of more than 10 days and is determined by the Governing Board, as the result of a stipulated agreement or hearing. By State Law A.R.S. 15-843 and local governing board policy, the principal is the final authority in suspension cases up to and including ten days.

**EXPULSION:** This is a permanent removal of a student from school. It requires Governing Board action after a proper hearing. It may be recommended at any time that the administration considers the offense to be of an extreme nature as covered in A.R.S. 15-843.

## **Infraction Definitions**

**Alcohol, Drug, Tobacco Violation:** The use, possession, or distribution of alcohol, drugs (non-prescribed drugs, narcotics or other noxious substances) and/or tobacco substances.

**Arson:** The intentional burning of school district property.

**Assault: A person commits assault by:**

1. Intentionally, knowingly or recklessly causing any physical injury to another person; or
2. Intentionally placing another person in reasonable apprehension of imminent physical injury; or
3. Knowingly touching another person with the intent to injure, insult or provoke such person.

**Bus Violation:** Engaging in misconduct as defined by school regulations on school buses or at bus stops.

**Cheating:** Includes, but is not limited to cheating on a test, plagiarism and collusion.

*A. Cheating on a test includes:*

- Copying from another student's test paper;
- Using material during a test which is not authorized by the person giving the test;
- Collaborating with another student during the test without authority;
- Knowingly using, buying, selling, stealing, transporting or soliciting in whole or part the contents of an un-administered test:
- Substituting for another student or permitting another student to substitute for one's self, to take a test;
- Bribing another person to obtain a test that is to be administered; or
- Securing copies of the test or answers to the test in advance of the test.

*B. Plagiarism means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work for credit. Work that is copied from Internet sites, and that is not acknowledged is also considered to be plagiarism.*

*C. Collusion means the unauthorized collaboration with another person in preparing written work offered for credit.*

**Criminal Misconduct:** Since these infractions violate state law, school officials may need to notify the appropriate police authorities.

**Defamation:** Libel and invasion of privacy.

**Disorderly Conduct:** Conduct or behavior that is disruptive to the orderly educational process of the school and interferes with the teacher's right to teach the class, and the students' right to learn. The administrator will determine the severity of the offense.

**Endangering the Safety of Self and Others:**

- Increasing the likelihood of or causing a hazardous condition.
- Increasing the likelihood or causing a condition which presents a health risk.

**Explosive Device Violation:** Possession, use and/or distribution of fireworks or other explosive devices while on campus or at a school sponsored function.

**Extortion:** Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person, or forcing an individual to act through the use of force or threat offered.

**Fighting:** Engaging in, or threatening physical contact for the purpose of inflicting physical harm on another person.

**Forgery:** Writing and using the signature or initials of another person.

**Fraud:** Intentionally misrepresenting self to members of the community as acting in the name of the school or school district, for the purpose of collecting funds.

**Gambling:** Participating in games of chance for the purpose of exchanging money or other items of value.

**Harassment, Bullying:** Physical, verbal or non-verbal contact with an individual after the individual has expressed a desire to be left alone. Harassment that continues after direction to cease from school officials will be dealt with in a severe manner.

**Insubordination/Defiance of School Authority/Refusal to Obey:** Refusal to comply with the reasonable requests of school authorities. The administrator will determine the severity of the offense. Repeated refusal to follow directives, or behavior that is repeated after directive to cease, may result in the application of a more severe disciplinary action.

**Interfering With Disciplinary and Administrative Proceeding:**

- Harassing or Influencing a witness
- Tampering with a witness/victim
- Tampering with physical evidence
- Obstructing an investigation

**Knives:** No student shall possess, use or display any knife. Knives may be defined as weapons and may lead to Long Term Suspension or Expulsion.

**Leaving Campus Without Permission:** Failing to have proper authorization from parents/guardians, and designated school personnel, when leaving the school campus during the school day.

**Loitering:** Students being in proximity to campus during the school day, 7:15 a.m. to 3:00 p.m. and failing to come on campus and attend school. Students hanging out on campus from 3:00 p.m. to 4:00 p.m., unless involved in a school activity. (Only exception: When the school is hosting a sporting event and the student is at the event as a spectator.)

**Lying:** Intentional giving of false information or information intended to mislead or misinform.

**Misuse of Technology Resources:** Any act to access materials or content deemed inappropriate by district policy on district owned computers. Also may include any act to damage school computers, or to infect district computer resources with any kind of virus.+

**Paraphernalia:** Use, possession or distribution of any article related to the use of drugs or tobacco products.

**Public Display of Affection:** Physical conduct by students that violates school policy.

**Tardiness:** Not being in one's assigned seat when the bell rings.

**Theft:** Taking or concealing property belonging to others.

- Minor Theft: Theft of items that amount up to \$50.00
- Major Theft: Theft of items that amount to more than \$50.00

**Threats and/or Verbal Abuse:** Statements or actions that intimidate or injure another person.

**Trespassing:** The unauthorized presence of a student on a campus, or that student's presence on campus, while serving an off-campus suspension.

**Vandalism:** Destroying, defacing or mutilating objects or materials belonging to the school, school personnel or other persons.

- Minor Vandalism: Damage that amounts up to \$50.00
- Major Vandalism: Damage that amounts to more than \$50.00

**Weapons Violation:** Possession of any weapon or the use of an object to inflict bodily injury to another person. In the interest of promoting the safety of all students and staff the school administration will consider any weapon on campus as a serious threat to the welfare of students and staff members.

## **INTERNET SAFETY POLICY**

The Pine Strawberry Elementary School is pleased to make available to students access to interconnected computer systems within the District and to the Internet, the world-wide network that provides various means of accessing significant educational materials and opportunities.

In order for the School District to be able to continue to make its computer network and Internet access available, all students must take responsibility for appropriate and lawful use of this access. Students must understand that one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the District's teachers and other Staff will make reasonable efforts to supervise student use of network and Internet access they must have student cooperation in exercising and promoting responsible use of this access.

Below is the Internet Safety Policy of the School District and the Data Acquisition Site that provides Internet access to the School District. Upon reviewing, signing and returning this Policy as the students have been directed, each student will be given the opportunity to enjoy Internet access at School and is agreeing to follow the Policy. Any student under 18 years of age must have his or her parents or guardians read and sign the Policy. **\*\*Student Handbook Signature Page\*\*** The School District cannot provide access to any student who fails to sign and submit the policy/handbook signature page.

Listed below are the provisions of your agreement regarding computer network and Internet use. If you have any questions about these provisions, please call the principal. If any user violated this Policy, the student's access will be denied, if not already provided, or withdrawn and he or she may be subject to additional disciplinary action.

### **I. PERSONAL RESPONSIBILITY**

By signing this Policy, you are agreeing not only to follow the rules in this Policy, but are agreeing to report any misuse of the network to the principal or any teacher. Misuse means any violations of this Policy or any other use that is not included in the Policy, but has the effect of harming another or his or her property.

### **II. TERM OF THE PERMITTED USE**

A student who submits to the School, as directed, a properly signed Policy and follows the Policy to which he or she has agreed will have computer network and Internet access during the course of the school year only. Students will be asked to sign a new Policy each year during which they are students in the School District before they are given an access account.

### **III. ACCEPTABLE USES**

#### **A. Educational Purposes Only**

1. The School District is providing access to its computer network and the Internet for educational purposes only. If you have any doubt about whether a

contemplated activity is educational, you may consult with the person(s) designated by the school to help you decide if a use is appropriate.

**B. Unacceptable Uses of Network**

1. Among the uses that are considered unacceptable and which constitute a violation of this Policy are the following:
  - a) Uses that violate the law or encourage others to violate the law. Don't transmit offensive or harassing messages, offer for sale or use any substance the possession or use of which is prohibited by the School District's Student Discipline Policy, view, transmit or download pornographic materials or materials that encourage others to violate the law, intrude into the networks or computers of others, and download or transmit confidential trade secret information, or copyrighted materials. Even if materials on the network are not marked with the copyright symbol, you should assume that all materials are protected unless there is explicit permission on the materials to use them.
  - b) Uses that cause harm to others or damage to their property. For example, don't engage in defamation (harming another's reputation by lies), employ another's password or some other use identifier that misleads message recipients into believing that someone other than you is communicating or otherwise using her/his access to the network or the Internet, upload a worm, virus, "trojan horse," "time bomb", or other harmful form of programming or vandalism, participate in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems.
  - c) Uses that jeopardize the security of student access and of the computer network or other networks on the Internet. For example, don't disclose or share your password with others, don't impersonate another user.
  - d) Uses that are commercial transactions. Students and other users may not sell or buy anything over the Internet. You should not give others private information about you or others, including credit card numbers and social security numbers.

**C. Netiquette – All users must abide by rules of network etiquette, which include the following:**

1. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent, or threatening language.
2. Avoid language and uses which may be offensive to other users. Don't use access to make, distribute, or redistribute jokes, stories, or other material which is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion or sexual orientation.
3. Don't assume that a sender of email is giving her or her permission for you to forward or redistribute the message to third parties or to give his/her email address to third parties. This should only be done with permission or when you know that the individual would have no objection.
4. Be considerate when sending attachments with email (where this is permitted). Be sure that the file is not too large to be accommodated by the recipients' system and is in a format which the recipient can open.

**IV. INTERNET SAFETY**

**A. General Warning: Individual Responsibility for Parents and User**

1. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the person designated by the School.

**B. Personal Safety**

1. Be safe. In using the computer network and Internet, do not reveal personal information such as your home address or telephone number. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you “meet” on the computer network or Internet without your parent’s permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.

**C. “Hacking” and Other Illegal Activities**

1. It is a violation of this Policy to use the School’s computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

**D. Confidentiality of Student Information**

1. Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined in Arizona law, for internal administrative purposes or approved educational projects and activities.

**E. Active Restriction Measures**

1. The School, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The School will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other materials, which is inappropriate for minors.

**V. PRIVACY**

- A.** Network and Internet access is provided as a tool for your education. The School District reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the School District and no user shall have any expectation of privacy regarding such materials.

**VI. FAILURE TO FOLLOW POLICY**

- A.** The user’s use of the computer network and Internet is a privilege, not a right. A user who violates this Policy, shall at a minimum, have his or her access to the computer

network and Internet terminated, which the School District may refuse to reinstate for the remainder of the student's enrollment in the School District. A user violates this Policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this Policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The School District may also take other disciplinary action in such circumstances. If the School District intends to impose any discipline other than revoking privileges for the remainder of the school year, the user will be afforded appropriate due process.

**VII. WARRANTIES/INDEMNIFICATION**

- A.** The School District makes no warranties of any kind, either expressed or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this Policy. It shall not be responsible for any claims, losses, damages or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this Policy. By signing this Policy, users are taking full responsibility for his or her use, and the user who is 18 or older, or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the School, the School District, and the Data Acquisition Site that provides the computer and Internet access opportunity to the School District and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims for damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the School in the event of the School's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a School computer or on another computer outside the School District's network.

**VIII. UPDATES**

- A.** Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new Policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or her/his parents or guardian) or such new Policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some or all of the information changes, you must notify the person designated by the School to receive such information.