

Webster Groves School District

Student Handbook, Technology Resource, and Internet Acceptable User Agreement

A. Student Handbook and the Webster Groves School District Discipline Policy Handbook

All parents and students are expected to review, understand, and adhere to the expectations set forth in the Student Handbook and in the Webster Groves School District Discipline Policy Handbook.

B. Technology Resource and Internet Acceptable User Information

Technology, Information and Internet Instructional tools are used in Webster Groves School District to

- Expand and supplement Curricular Content
- Provide 21st Century Technology and Information Literacy Skills
- Research and Communicate
- Provide education opportunities beyond local resources

Students will be supervised in a classroom environment when using the Internet. Elementary students have access to websites that have been selected and pre-approved by teachers. Within the district, Internet filters block inappropriate websites and materials as required by the Children's Internet Protection Act.

Computer Use Expectations

- Students will not start computers until instructed to do so by the teacher.
- Students will only use the computer and Internet for school-related activities.
- Students will respect other people's files. (Do not change, copy, delete, read, or access files that are not yours.)
- Students will only use district or school software and authorized websites.
- Students will only use the portion of computer and network memory that is installed for student use.
- Students will not access the computer control panel or settings, or attempt any hardware or software maintenance or repair.
- Students will inform the teacher immediately if an inappropriate web site or materials are accessed.
- Students will not reveal logins, personal information, addresses, phone numbers or password be it their own or others.
- Students will not download any materials without specific permission from a teacher or administrator.
- Students will obey all copyright laws.
- Students will not plagiarize.
- Students will not use computers or network resources for threatening or for cyber-bullying as outlined in the school district anti-bullying policies.
- Students will observe all Classroom User Policies as defined by the needs of the individual classrooms.

Etiquette

- Do not use inappropriate or vulgar language when communicating online.
- Do not deprive others of the use of equipment or resources.
- Do not interfere or disrupt network services or equipment.
- Respect the property of others including online resources, materials and information.

The district reserves the right to inspect any materials or files within the district resources, and to monitor and/or review all computer and internet use and activity. Users will not obtain, view, download or gain access to objectionable materials. This includes documents, telecommunication resources, video, audio, or image files.

Consequences

- A letter will go home to the parent/guardian(s) from the student and teacher explaining the error in judgment and consequence.
- Limit or loss of access to computer and network resources.
- Additional disciplinary action at the school level.
- When applicable, law enforcement agencies may be involved.
- Financial responsibility for damaged or destroyed equipment.

ALL WEBSTER GROVES SCHOOL DISTRICT POLICIES APPLY

Webster Groves School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. It will not be responsible for any damages suffered while on this system and specifically disclaims any responsibility for the accuracy of information obtained through its services.

We have read the Student Handbook and the District Discipline Policy Handbook and reviewed the expectations. We also accept the technology rules and consequences and have discussed them as a family. I give permission for a District user account (including Internet, Google Apps for Education/Office 365) to be issued to my child.

Student's Name (please print)

Student's Signature

Parents/Guardians Signature

Date

If you have any further questions regarding the information provided or concerns about giving your child permission, please contact your student's principal.

The Webster Groves School District is committed to providing students with the best educational resources and technology. Toward this end, the district utilizes a suite of online applications called Google Apps for Education to integrate 21st century technology tools into the curriculum. These tools will support the high levels of collaboration that are required in today's classroom to prepare students with the communication and collaboration skills for life.

Google Apps for Education offers free web-based tools that facilitates collaboration and communication among students and staff when creating, sharing, and storing documents and assignments online. Each of the Google Apps for Education tools can be accessed from any internet connection at school, home, or elsewhere.

What are the benefits of Google Apps?

- Anytime, anywhere access - Google Apps works in any browser on any computer, which means you can access your email, calendars, and documents from school or at home.
- No flash drives required with documents and files stored in Google Docs.
- Students can easily collaborate with other students from their class, working together on group projects.
- Teachers can be involved throughout the whole assignment process providing comments and feedback directly in the documents.
- Students can develop an e-portfolio of work throughout their years at the school.

About Google Apps for Education:

The Webster Groves School District provides access to and manages Google Apps for Education accounts for staff and students in the district. These secure, online applications allow staff & students to communicate and collaborate using Google powered email and document sharing. These applications are different from public Google applications (such as Gmail) in that they are managed by the district, do not include any advertising, and have more strict filtering and content controls. For grades K-6 we only allow the sending and receiving of email messages internally to and from our domain. We also reject messages containing objectionable content through the use of a 438 custom word list we have compiled over the years.

Within the WGCloud.org Google Apps service:

- There will be no advertisements.
- All email communication and comments within collaborative work are monitored.
- Work uploaded to Google Drive remains the property of the creator, it is not copied or kept by Google if it is removed by the creator.

User Access

Students will be provided with unique usernames and passwords. Parents/Guardians are encouraged to explore Google Apps with their children by logging in together and accessing their school work stored in Google Apps. Pupils will follow school policies for appropriate use when using Google Apps. The service is an extension of the school's own network and covered by the student AUP.