Garaway Local Schools

Technology Acceptable Use Policy (AUP) for Students

Garaway Local Schools is pleased to offer students access to technologies such as computers, computer networks, online student records, interactive video, the internet, digital storage, multimedia, streaming media, voice technologies, and others. The technologies of the School District are intended for educational uses and school related communications. General school rules for behavior apply. This Technology Acceptable Use Policy also applies to using personal devices. The intent of the Acceptable Use Policy (AUP) is to make clear certain issues and not to enumerate all such possible uses. The administration may at any time make determinations that particular uses are or are not consistent with the purpose of the School District.

The School District reserves the right to monitor, copy, review and store at any time and without prior notice any and all usage of all computers, networks, internet access, electronic messaging, email and all other technologies. Any and all information that is transmitted or received in connection with any technology usage shall be and remain the property of the School District and no user shall have any expectation of privacy regarding such materials.

Student Accounts

A student account has a unique username and password. These accounts have unique names and are assigned to unique students. They allow the user to be logged into one computer at a time. They allow the user to access the internet, his/her home directory, enhanced printing capabilities, and other network resources.

Acceptable and Unacceptable Uses

1) Do not divulge your password to anyone. No other person may use your single user student account. If a user suspects that a password is not secure, he or she must inform the technology department so his/her password can be reset. Any improper use of your account, even if you are not the user, is your responsibility.

2) Do not divulge personal information while using the Internet. This includes full name, address, phone number, or any information which would specifically identify you. Be aware that information that is given by others in chat room and social networking sites is not necessarily true or accurate.

3) Students are required to disclose to a teacher or administrator any item that you encounter that is inappropriate, makes you uncomfortable, or is an offer to meet with you.

4) Under our student code of conduct, students are held accountable for web pages and/or posts they create off school grounds and/or school time that cause a disruption to the school process or violate other handbook policies. Students are not to engage in cyberbullying. You are to report to a teacher or administrator if you feel you are a victim of cyberbullying.

5) Internet sites and data that are prohibited by the Children's Internet Protection Act or are deemed inappropriate by the administration will be blocked or filtered. Students are not permitted to bypass or disable the filters on district-owned or personal devices. Any attempt to bypass or disable the filters or to find information on how to bypass or disable the filters is a violation of the AUP and is subject to disciplinary action.

6) Do not attempt to gain unauthorized access to computers or other technologies. Students shall not take any action which would compromise the security of any computer, network, messaging system, or other technology. This would include the disabling of any security features. Any attempt to bypass any security feature is a violation of the AUP and is subject to appropriate disciplinary action. Any attempt to search for information that would allow a user to bypass security features is a violation of the AUP and is subject to appropriate disciplinary action. Users shall not attempt to discover security problems as these actions may be construed as an illegal attempt to gain access.

7) Materials which are not in line with the rules of school behavior are not permitted to be accessed. Do not create, view, send, save or display offensive, abusive, obscene, pornographic, vulgar, racially derogatory, inflammatory, threatening, harassing, discriminatory, or disrespectful messages, information or pictures.

8) Users must obey copyright laws. Uploading, downloading, copying, redistributing or republishing copyrighted materials without permission from the owner of the copyright is a violation of copyright laws. Users should assume that materials are protected under copyright unless there is explicit permission for use.

9) Do not use school technologies for personal commercial transactions or for political lobbying/fundraising without administrative approval.

10) Students are to remain within allocated disk space and delete email or other files that take up excessive storage space. Do not waste technology resources such as bandwidth, printer supplies or disk space.

11) Students may NOT download or install software (including shareware or freeware) to any computer without approval from the technology department. Students shall not take any actions which may adversely affect the integrity, functionality, or reliability of any technology for example, the installation of hardware or software not authorized by the technology department or using excessive bandwidth.

12) Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan Horse, or similar name.

13) Students shall report to the teacher or appropriate administrator any actions which would violate the security or integrity of any computer, network, messaging system, or other technology, or that violates this AUP whenever such actions become known to them.

14) By accepting access to the network, you understand and agree that the School District, any involved information technology centers, and any third-party vendors make no warranties of any kind, either express or implied, in connection with provision of access to or the use of the network. They shall not be responsible for any claims, losses, damages or costs (including

attorneys' fees) of any kind suffered, directly or indirectly, by any student or employee arising out of that user's use of and/or inability to use the network. They shall not be responsible for any loss or deletion of data. They are not responsible for the accuracy of information obtained through electronic information resources.

15) This AUP is in place whether the student is using school equipment or a personal device.

Violations

A violation of any rules set forth in this policy may result in revoking technology privileges, or other appropriate disciplinary actions which may include confiscation of the device. Garaway Local Schools reserves the right to take legal action, if warranted, for misuse and violations of technology policies.

Policy for Displaying Student Information on the Web Page

The unauthorized disclosure, use and dissemination of personal identification information regarding minors is strictly prohibited. The following information may be posted on the school's web page at the discretion of the School District:

- A digitized version of a student's project
- Building that a student attends
- Name and/or description of the student's project or award
- Grade and/or program (11th grade basketball, English 10, etc.) and/or year of graduation
- Student's name and/or picture

Internet Access

Families should be aware that some material accessible via the internet might contain items that are illegal, defamatory, inaccurate, or offensive. Special filtering programs are used to help prevent students from accessing inappropriate materials. Students are also monitored in classrooms, offices, libraries and labs where they have internet access. While the purposes of the school are to use internet resources for constructive educational goals, students may find ways around the filters to access inappropriate materials. We believe that the benefits to students from access to the internet in the form of information resources and opportunities for collaboration exceed the disadvantages.

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Technology Acceptable Use Policy Response Form
Students

I have read the "Technology Acceptable Use Policy (AUP) for Students" relating to student use of technology, computer networks, electronic messaging systems, and other technologies of the School District.

I agree to comply with the "Technology Acceptable Use Policy (AUP) for Students" and understand that access to all technologies may be withdrawn in the event of noncompliance with the above Policy.

Check the building that you attend:

___ Baltic Elementary   ___ Dundee Elementary

___ Miller Ave Elementary   ___ Ragersville Elementary

                                           ___ Other _____

Sign and date:

_____   _____
      Graduation Year   Student Signature (2019/2020)

Please print your name (student): _____

                                  _____
                                                Parent Signature

Please print your name (parent): _____

                        Date signed: _____