

## **USD 410**

### **Acceptable Use Policy (AUP) for Information Services—Student Edition**

USD #410 believes the use of technology is an integral part of learning. We believe it contributes to the overall value of learning for the individual and group, and as such, expectations are present to maintain the learning environment. The computers, network, and technology equipment are provided by USD 410 to support the educational environment. You must use it within the scope of the following guidelines and acknowledge that the use of district technology is a privilege, not a right.

#### **Expectations for All Students**

Student will:

- Use technology in the manner directed by the district administration, principals, and teachers to enhance the learning process.
- Obey all federal, state, and local laws when using technology.
- Respect technology and report any damage or technical issues immediately to a staff member.
- Use technology to communicate with peers and adults in a respectful manner using district-approved communication methods, such as school email.
- Exercise caution before sharing personally identifiable information with others on the internet; such as a full name, email address, or home address. Students should consult a parent, guardian, or teacher before sharing such information.
- Report any inappropriate material immediately to a teacher or principal.
- Expect all email, files, and/or web history to be subject to inspection by the district administration, principals, and/or teachers.
- Respect all copyright, trademark, and license restrictions when using digital resources.
- Cite or give credit to the digital sources you use in the same manner in which you would cite other reference material.

A student will not:

- Share usernames and passwords with others.
- Use technology and related digital communications to bully, harass, threaten, or discriminate against peers or adults.
- Intentionally access or share material using technology that would be considered harmful, obscene, or inappropriate for minors as stated in the Child Internet Protection Act (CIPA). USD 410 uses web content filters and security measures to mitigate and monitor access to web material that is inappropriate. However, due to the nature of the internet and constantly changing technologies, USD 410 cannot fully guarantee that all web content will be appropriate.
- Intentionally damage, disable, alter, or hinder the performance of any district technology system, including any computer, device, software, or network.
- Access or attempt to access any system, file, directory, user account, or network to which you have not been granted access.
- Attempt to install any software without consulting the Technology Director.
- Download, copy, share or distribute copyright-protected material without the owner's permission. The student assumes full responsibility in the use of copyright-protected material.
- Use technology in a manner that would disrupt the learning environment for you or any other student.

#### **Additional Expectations for Students with Personally Assigned Computing Devices**

Student will:

- Regularly save any information stored on the computer to your personally assigned network storage.
- Expect your personally assigned computing device to be regularly inspected by the district administration, principals, and/or teachers for inappropriate material, including unlicensed software or inappropriate material. Any inappropriate material or unlicensed software will be removed.
- Expect your software to be uninstalled and digital files deleted by the district administration in order to fix or repair your personally assigned computer.

A student will not:

- Expect the district to save, backup, restore, support or accommodate any software or any digital file installed, stored, or saved on your personally assigned computer, which was not installed by the district.
- Physically modify, damage, or destroy the computer and related parts in any way; following the guidelines outlined in the District Computer Care Contract.

### Possible Consequences for AUP Violations

- Suspension from use of district technology.
- Suspension or expulsion from school.
- Notification of local law enforcement agencies.
- Any consequence outlined in your school policy manual.

### **REQUIRED SIGNATURES** I / We have read this agreement and consent to abide by the terms and conditions.

Student Name (please print) \_\_\_\_\_ Grade: \_\_\_\_\_

Student Signature (required) \_\_\_\_\_ Date: \_\_\_\_\_

By signing this AUP, parents and/or legal guardians give permission for their child to use various user accounts that require parental permission. These accounts will be created for the purpose of aiding in the academic learning process during your child's enrollment at USD 410. Parents and/or legal guardians may choose to opt out of any account creation by submitting a written request to the building principal.

Parent &/or Guardian (please print) \_\_\_\_\_

Parent Signature (required) \_\_\_\_\_

***This agreement shall be in effect for the 2021-2022 school year. A new form must be completed each school year.***

### **Login and Password Information**

Students in grades 6-12 must complete the login and password information below.

Login Name: \_\_\_\_\_ Password: \_\_\_\_\_

(First Name.Last Name [no middle initial])

(at least 8 characters, with 1 upper case letter and 1 special character or number.)