



Acceptable and Responsible Use Policy For The Network, Devices, and Accounts

This Document Must Be Signed Before Using any CCS Owned Network, Devices, or Account. Students/Parents Must Renew Signature Every School Year.

Cleveland City Schools seeks to empower students and teachers with the latest technology and resources that enable them to more effectively lead, teach, and learn. However, the use of the school network, accounts, and devices is a privilege. Inappropriate use can result in cancellation of these privileges as well as other consequences.

I Will . . .	I Will Not . . .
<ul style="list-style-type: none"> Follow board policy and be respectful, responsible, and safe while using all school technology resources. Use school devices, accounts, and networks knowing that there is absolutely no expectation of privacy. Care for the device I am borrowing to prevent loss or damage. Utilize CCS devices for approved and appropriate uses as indicated by board policy. Downloading software programs must be pre-approved by the Director of Innovation or designee. Only use the device that is assigned to me. Report any threatening, obscene, inappropriate, bullying, or other offensive behavior to a school representative or supervisor. Only search for or visit appropriate websites. Follow teachers' and/or administrators' rules and requests with regard to technology usage. Be kind, courteous, and professional when communicating with others. Keep my username and password secure. Promptly return the device I am borrowing from Cleveland City Schools upon request. 	<ul style="list-style-type: none"> Send, display, request, or attempt to download offensive messages or pictures. Bully, harass, insult, defame, discriminate against, threaten, attack, use obscene language, or injure others. Film or photograph others without their consent. Attempt unauthorized access to the network or resources. Bypass filters to access unauthorized websites. Damage a device, network, or account. Use another individual's login credentials or trespass into another individual's account or files. Reveal personal or confidential information about myself or others (e.g., addresses, phone numbers). Plagiarize, cheat, facilitate academic dishonesty, or violate copyright laws. Engage in inappropriate uses of video conferencing, text messages, chats, social media, etc. or use these tools in ways that violate the terms of this policy. Change settings of computers or programs (outside of minor personalizations) or attempt to repair or alter devices or any other equipment. Engage with or facilitate any illegal activity.

In addition to this acceptable and responsible use policy, the use of Cleveland City Schools' network, devices, and accounts by employees and students is governed by Cleveland City Schools Board Policy. The following policies are explicit in their definition of uses of technology resources and the consequences of abuse: Use of Internet 4.406; Use of Electronic Mail 1.805; Web Pages 4.407; Use of Copyrighted Material 4.404; and Student Publications 6.704.

Student / Employee Name - Print:	Parent Name - Print (If Signer is a Student):
Student / Employee Signature and Date:	Parent Signature and Date (If Signer is a Student):