

## **Student Technology Acceptable Use Agreement**

### **Purpose**

The Santa Cruz City Schools District (the District) provides students with information technology resources, including Internet access and computing equipment, for educational purposes. The District supports access to information as a fundamental right of citizenship in a free and democratic society. As a student, access to these technology resources is based on your taking responsibility for accepting limits to the use of these resources. The District and your school have rules for acceptable behavior. Likewise, there are correct procedures and rules that apply to student online activity and use of information networks. Submission of this Student Technology Acceptable Use Agreement signed by you and your parent or guardian is required for you to use District and school information technology resources.

### **Background**

The guidelines in this Agreement are for your protection and online safety during class-related activities using the Internet. The 2000 Federal Children's Internet Protection Act (CIPA) requires that public schools and libraries use Internet filtering software to prevent minors from accessing harmful material. Social Networking sites (such as Facebook, MySpace, and Twitter) are not allowed at or during school and are blocked from student use. The District uses Internet filtering software according to the law; however, not all inappropriate information can be blocked. In addition, the District cannot be responsible for direct supervision of every student 100% of the time that they are using the Internet for school purposes. Therefore, it is also the parent's responsibility to address with their children acceptable uses of the Internet.

The rules in this Agreement are for your use of District and school computers, local network systems including wireless networks, and other information technology resources that are the property of Santa Cruz City Schools. District and school information technology resources are to be used for school related purposes only and are not provided or maintained for personnel use or activities. Teacher permission may be required for you to bring personal electronic devices (such as iPhones, iPads, laptop computers) to attach to the Internet using District information technology resources due to the slowing down of bandwidth and contacting of computer viruses that could infect school computers.

The policies in this Agreement also cover your use of District online applications and shared Internet resources as directed by your teachers and school administrators (such as Web pages with text, images, videos, and other multimedia). You are advised to back-up your school work to prevent loss of data as a result of a system failure for which the District cannot assume responsibility.

## Students must

As a student, you are expected to communicate online in an appropriate manner of which you can be proud. The District and your teachers expect **you** to:

1. Respect and protect the privacy of others.
  - Use only assigned accounts keeping personal passwords confidential.
  - Not view, use, or copy passwords, data, or networks to which you are not authorized.
  - Not distribute private information about yourself or others.
2. Respect and protect the integrity, availability, and security of all electronic resources.
  - Observe all network security practices, as posted.
  - Report security risks or violations to a teacher or network administrator.
  - Not destroy or damage data, networks, or other resources that do not belong to them.
  - Not interfere with other users' ability to send or receive electronic mail, or attempt to read, delete, copy, modify or forge other users' mail or files.
  - Not vandalize information technology resources including uploading, downloading or creating computer viruses and/or any malicious attempt to harm or destroy district equipment or material or the data of another user.
  - Conserve, protect, and share these resources with other students and Internet users.
3. Respect and protect the intellectual property of others.
  - Not infringe copyrights (not make illegal copies of music, games, or movies).
  - Not plagiarize (not use the language and/or ideas of another author without also using quotations and appropriate citations, and not citing more than five words in a row from an original source with out using quotations and appropriate citations).
4. Respect and practice the principles of community.
  - Communicate only in ways that are kind and respectful using appropriate language (not use profanity or other offensive language).
  - Report threatening or discomforting materials to a teacher.
  - Not intentionally access (not use proxies), transmit, copy, or create material that violates the school's code of conduct and/or school policies including messages that are pornographic, threatening, rude, discriminatory, or could be construed as harassment or cyber bullying (disparagement of others based on their race, national origin, sex, sexual orientation, age, disability, religion or political beliefs).
  - Not intentionally access, transmit, copy, or create material that is illegal (such as obscenity, stolen materials, or illegal copies of copyrighted works).
  - Not use the information technology resources to further other acts that are criminal or violate the school's code of conduct (such as encouraging the use of drugs, alcohol or tobacco, or promoting unethical practices or any activity prohibited by law or District policy).

- Not send spam, chain letters, or other mass unsolicited mailings.
- Not buy, sell, advertise, or otherwise conduct business, unless approved as a school project.

### **Students may**

The District encourages your successful use of information technology resources in support of your learning, creativity, and collaboration with other students. As a student, and with the permission of your teachers, **you** may:

1. Use the information technology resources for educational research and assigned classroom projects.
2. Use direct communication tools (such as e-mail, blogs, wikis) under the supervision of a teacher.
3. Design and post Web pages and other material from school resources and class projects with parent or guardian permission for student Website posting.
4. Install or download software, if also in conformity with laws and licenses, and under the supervision of a teacher (such as plug-ins).
5. Use online tools (such as group collaboration software, photo sharing, ePortfolios) under the supervision of a teacher.
6. Use open source course software and learning management systems (such as Google Docs) under the supervision of a teacher.

### **Consequences for violation**

Violations of these rules may result in disciplinary action; including the loss of a student's privileges to use their school's information technology resources, suspension and/or expulsion from Santa Cruz City Schools. Legal consequences may also apply.

### **Supervision and monitoring**

School and network administrators and their authorized employees monitor the use of information technology resources to help ensure that uses are secure and in conformity with this policy. Teachers have the responsibility to teach their students these Technology Acceptable Use Agreement policies and to make sure students are adhering to this Agreement. Administrators and teachers reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement.

**Santa Cruz City Schools**  
405 Old San Jose Rd, Soquel, CA 95073  
**Student Technology Acceptable Use Agreement Board Policy 6143**

**PARENT AGREEMENT**

As the parent or guardian of this student I have read the terms and conditions of the SCCS Student Technology Acceptable Use Agreement. I understand that access to SCCS information technology resources is designed for educational purposes only, but that it is impossible for the SCCS District to restrict access to all controversial materials on the Internet or to monitor all material being placed on a computer system by its users. I will not hold Santa Cruz City School District, the school, or its employees responsible for materials acquired or the consequences of such use or acquisition on the Internet or within the local area network. I understand that my child is subject to disciplinary or legal action for any violation of the rules contained in the Student Technology Acceptable Use Agreement.

Internet access—Please check one:

\_\_\_\_\_ ***I give permission*** for my student to access the Internet at \_\_\_\_\_.  
(school)

\_\_\_\_\_ ***I do not give permission*** for my student to access the Internet at \_\_\_\_\_.  
(school)

Website posting—Please check one:

\_\_\_\_\_ ***I give permission*** for my student to have his/her work and/or picture (pictures will be unlabeled or labeled with first names one) published in print and on Web pages on Santa Cruz City School District servers.

\_\_\_\_\_ ***I do not give permission*** for my student to have his/her work and/or picture (pictures will be unlabeled or labeled with first names one) published in print and on Web pages on Santa Cruz City School District servers.

Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name of Parent/Guardian \_\_\_\_\_

**STUDENT AGREEMENT**

I, (Print Name) \_\_\_\_\_, have read and understand the Student Technology Acceptable Use Agreement as it applies to the use of the District network and the Internet. I will abide by the Student Technology Acceptable Use Agreement in letter and spirit and understand that violating it may result in disciplinary action by the school and state, including the loss of use of computer and Internet privileges.

Student Signature \_\_\_\_\_

Date: \_\_\_\_\_ Student ID number (if known) \_\_\_\_\_

**PLEASE SIGN THIS AGREEMENT AND RETURN ONLY**  
**THIS PAGE TO YOUR SCHOOL**  
**KEEP THE ACCEPTABLE USE INFORMATION FOR FUTURE REFERENCE**