



## **APPROPRIATE USE OF TECHNOLOGY RESOURCES AND INTERNET SAFETY RESPONSIBLE USE BY STUDENTS**

Student access to the internet in the District as an educational resource is automatic unless a parent or guardian notifies the school in writing as required by Board Policy IMBB, Exemptions from Required Instruction. User accounts are to be used mainly for identified educational purposes. Limited personal use is permitted if the use imposes no tangible cost on the District, does not unduly burden the District's computer or network resources, and has no adverse effect on a student's academic performance. Users will be held responsible at all times for the proper use of accounts.

The District adopts the approach of helping students become responsible users of digital media. All users of D11 computers and networks are expected to abide by the generally accepted rules of network etiquette (netiquette) and adhere to the following provisions listed below. Inappropriate use includes:

1. Disabling or attempting to disable or circumvent any internet filtering device that restricts access to harmful material.
2. Borrowing someone's account or accessing another individual's materials without authorized permission, including hacking and other unlawful activities.
3. Unauthorized disclosure, use, and dissemination of personal information including posting personal information such as addresses and phone numbers.
4. Vandalizing, damaging, or disabling the system by physical force or by introducing any computer code designed to hinder the performance of a computer's memory, file system, or software.
5. Downloading or using copyrighted information without permission from the copyright holder (including installation of unlicensed software).
6. Posting, sending, accessing, or displaying electronic mail, chat rooms and other forms of direct electronic communication that are abusive, obscene, sexually oriented, threatening, harassing, cyber bullying, or illegal.
7. Wasting school resources through the improper use of the computer system, such as downloading, distributing, or executing files not specifically related to classroom assignments.
8. Gaining or attempting to gain unauthorized access to restricted information or resources.
9. Tampering with equipment except as directed by the person in charge.
10. Removing equipment from the site without written permission from a teacher or administrator.
11. Unauthorized wireless network technologies may NOT be installed or utilized while on District property.

I agree to abide by the provisions listed above and understand that consequences for inappropriate use include suspension of access to the system and revocation of the computer system account and/or other disciplinary or legal action in accordance with the Student Conduct, Discipline and Attendance Handbook and applicable laws.

October 11, 2018

Parents, Guardians, Students,

District 11 has adopted a new curriculum for English Language Arts called **StudySync**. The program is almost entirely internet based, and in order to support the program, all Language Arts teachers will soon have a class set of laptops.

Each student will be assigned a computer to use **in the classroom** during their class period (computers may NOT be taken home). **It is the student’s responsibility, as well as the teacher’s, to inspect the computers each time before they are used and immediately report any damage.**

**StudySync** has many video and audio components, so students need to bring their earbuds to class regularly. There will be a *limited* number of headphones in each class available for check out from the teacher. Again, it is the students’ responsibility to report any damage *prior* to using them.

**While using the technology students are required to abide by the District 11 Acceptable Use of Internet and Safety rules (printed on the back of the page for your convenience)** as well as by all behavior guidelines set forth in the Parent/Guardian/Student Handbook. Both of these documents are located on the North Middle School website. ANY STUDENT NOT ABIDING BY THESE GUIDELINES RISKS LOSS OF ACCESS TO THE COMPUTERS AND WILL BE REQUIRED TO COMPLETE THE WORK BY HAND ON PAPER.

Accidents do happen, but there is a big difference between a true accident and negligence. If, after investigation by school administration, any damage is determined to be due to either intentional or careless behavior by the student, **the student may be subject to disciplinary consequences, which can include the full financial replacement cost of the damaged equipment.**

Please contact your student’s Language Arts Teacher with any questions or for more information. Sign and return this document to your student’s Language Arts teacher (a copy of this letter and the Acceptable Use Agreement are available on the North website – parent page).

Thank You,

North Middle School English Language Arts Department and North Middle School Staff

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I, \_\_\_\_\_, and my student \_\_\_\_\_ have  
(PRINT parent/guardian first and last name) (PRINT student first and last name)

reviewed and understand the information regarding the use and care of laptops in the English Language Arts classes.

\_\_\_\_\_  
Student signature date Parent/guardian signature date

Parent/guardian preferred contact information:

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Email: \_\_\_\_\_