Acceptable Use Policy

Computer Use is a Privilege, Not a Right

Unacceptable use may result in suspension or cancellation of privileges, as well as additional disciplinary and/or legal actions. **All costs incurred by the school because of the loss, or damage to computer technology equipment due to violation of board policy and/or to these rules, will be the responsibility** of the student and/or the parent/guardian. Any fines or fees associated to the violation of State and Federal laws, will be the responsibility of the offending student and/or the parent/guardian.

Acceptable Use

Student access to computers, the network, and the Internet are provided for educational purposes and research consistent with the school’s educational mission, curriculum and instructional goals. Students will not use the computer to play games unless specifically authorized by the supervising teacher. Students are allowed to “surf the net” as long as a learning objective is in place by the supervising teacher. The same rules and expectations will govern student use of the computer as to apply to other student conduct and communications. Students must comply with all these rules and other specific instructions of the supervising teacher while accessing the School’s computers, networks, and the Internet.

- Web publishing, blogging, podcasting, and online collaboration tools, such as Google Classroom and Edmodo in the classroom will be treated like a school publication.

Prohibited Use

- Personal software and/or personal music is not allowed to be installed/copied on any school computer. This includes purchased software, shareware/freeware, games or music downloaded from the Internet. Such software/music will be confiscated from the student to become property of the school, and the student will be subject to additional disciplinary actions which includes revoking computing privileges. **INSTALLING AND/OR COPYING SOFTWARE OR MUSIC WITHOUT A VALID LICENSE IS A FEDERAL OFFENSE.** Offenders may be subject to civil damages, criminal penalties, and even

- Video conferencing/Media recording equipment may be in use on occasion in the classroom setting. If a parent/guardian does not want the display, distribution, publication, transmission, or otherwise use of photographs, images, and/or video taken of their child for use in materials that include, but may not be limited to, printed materials (such as brochures and newsletters), videos, and digital images (such as those used on any of the Hardeman County School’s website and/or official school social media accounts), then **it is the parent/guardian’s responsibility to inform the school in writing.**
Prohibited Use Continued

the school’s computers, networks, and/or Internet services, which includes, but are not limited to hacking activities, will be considered a violation of this AUP. All computing privileges will be revoked. Other disciplinary actions may follow. Use of the school’s computers, networks, and/or Internet services for illegal activity will be considered malicious use. Any user who attempts to cause a breach of system security will have all privileges revoked and may be subject to other disciplinary actions. If a security problem has been identified, it is the user’s responsibility to contact the supervising teacher, who will then contact the school’s administration and the Technology Department.

The school’s computers, network, and/or Internet services will not be used to harass, defame, intimidate, threaten, or otherwise discriminate against other individuals. This includes accessing, submitting, posting, forwarding, scanning, or displaying any offensive and/or inappropriate material by any method, including email. This will be considered a violation of the AUP, and may be prosecuted under Federal and State laws.

Violation of copyright laws is expressly prohibited. This includes misrepresentation of created material by student. When Internet sources are used in student’s work, the author, website and publisher must be identified.

Although filtering software is in place, computer security cannot be made perfect, and families must know that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive. This includes material accessed through email. The supervising teacher will monitor sites as much as possible, but it is the student’s responsibility to leave the offensive site immediately and contact the supervising teacher.

A student shall not reveal his/her full name, address or telephone number on the Internet. Students should never meet people they have contacted through the Internet without parental permission. Students should inform their supervising teacher if they access information or messages that are dangerous, inappropriate or make them uncomfortable in any way.

There should be no expectation of privacy in the use of the district network or Internet. Student Information will NOT be released by the school system without parental consent. Otherwise, all stored email and stored files will be considered a public record. The school reserves the right to monitor all computer and Internet activity.

Accessing Instagram, Facebook, and/or any other social networking site that is currently blocked by the filtering software is prohibited. Any student found to be on such a site will be in violation of this Acceptable Use Policy. This violation includes the use of proxy sites to access prohibited sites.

Use of the school’s computer technology, network, and/or the Internet for non-related school activities is prohibited. The school’s computer technology is not to be used for private financial gain, commercial, advertising, or solicitation purposes.

Sharing passwords, or using passwords without permission, and/or accessing other user’s accounts is prohibited. Using teacher login credentials, whether to log onto the wireless network, or any computing device is expressly prohibited.

Students must strive to take the best possible care of the computer equipment. Food or drinks are not allowed near the computer. Do not remove components from the computer (the mouse, headphones, etc.). Do not stick objects into any slots on the front or back of the computer. Do not change any of the display, and or mouse settings.

Student personal devices are prohibited from connecting to the school’s networks.

Remember, access to a school computer is a privilege, not a right!

Please check one of the following statements, sign and return this section only.

- Failure to return this form will be considered a negative response and your child will not be able to utilize computer technology.

As the parent/guardian of:

Child’s Name

☐ I have read the AUP terms and conditions for Computer Technology use at Hardeman County Schools. I understand that my child’s computer use at school is designed for educational purposes only. I understand that it is impossible to restrict access to all controversial materials available on the Internet. I understand that computer usage is considered a privilege. I have discussed the rules and regulations of computer use with my child. I have explained to my child the possible consequences if all regulations are not followed. I give my permission for my child to use classroom computer technology, including access to the Internet.

☐ I have read the AUP (Acceptable Use Policy) terms and conditions for Computer technology use at Hardeman County Schools. I do NOT wish to give my child permission to use computer technology or access the Internet in school. I understand that in denying permission, my child will NOT be able to use the educational software incorporated at the classroom level. I also understand that my denial will not effect the use of teacher-led, pre-viewed curriculum using the Internet in the classroom.

Parent/Guardian Date

Student Date

If you are under the age of 18, a parent or guardian must also read and sign this agreement.