

Student name (print) \_\_\_\_\_ Teacher \_\_\_\_\_

**Acceptable Use Policy  
Deal School 2018 - 2019**

At Deal School, our students have access to many valuable instructional technology tools as well as Internet access in our media center, technology labs, and classrooms. Our goal is to teach students to utilize these electronic resources to enhance our school's instructional goals.

Deal School has taken precautions to ensure that students are using the Internet and other electronic resources for appropriate educational means. Student use of the Internet and multimedia resources will be supervised by an adult at all times. However, we cannot guarantee that students will refrain from locating inappropriate sources. Please review the guidelines listed and sign below.

1. Student use of instructional media must be in support of grade appropriate educational standards and Instructional Technology Competencies.
2. Students will use respect and show proper care and handling of all equipment. Any student found to be intentionally damaging any software or hardware will be cited for school property abuse.
3. Students are expected to respect and not attempt to by-pass security in place on computers. Changing or attempting to change a computer's settings is a violation of acceptable use of our equipment.
4. Students will observe software copyright laws. No students will bring software from home to copy on school workstations, nor will students copy school software for personal use.
5. When using the Internet, students' actions will be closely supervised. They will be held responsible for information viewed, received, and sent.
6. Students are expected to respect the work and ownership rights of students, staff, and people outside the building.

**Student:** I have read (or it has been explained to me) and agree to follow the Deal School Acceptable Use Policy. I understand that any violation of the procedures may result in the loss of technology privileges for the remainder of the year. Additional consequences may be determined and carried out by the administration.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Parent/Guardian:** I have read the Deal School Acceptable Use Policy. I understand the access is for educational purposes and that the Deal School has taken precautions to eliminate controversial material from being viewed by users. However, I recognize that it is impossible to restrict access to all controversial materials. I will not hold Deal School, or any staff member responsible for materials acquired over the Internet. I hereby give permission to my child to be given the privilege of Internet access.

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

**Permission Form for World Wide Web Publishing Of Student Work**

We understand that our child's work or writing may be published on the school's web page at <http://www.dealschool.org> as well as other social media sites associated with the school. We further understand that no last name, home address or home telephone number will appear with such work. I grant permission for the World Wide Web publishing until August of 2019. I may withdraw permission in writing at any time.

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

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Permission Form for World Wide Web Publishing Of Student Photograph**

We understand that our child's photograph may be published on the school's web page at <http://www.dealschool.org> as well as other social media sites associated with the school. We further understand that no last name, home address or home telephone number will appear with such work. I grant permission for the World Wide Web publishing until August of 2019. I may withdraw permission in writing at any time.

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

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Board recognizes that electronic media, including the Internet, provides access to a wide variety of instructional resources in an effort to enhance educational opportunities. Use of electronic resources must be in support of, and consistent with the vision, mission and goals established by the Board and for the purpose of instructional support. All users of the district wide area network and/or other electronic informational services must maintain strict compliance with all applicable ethical and legal rules and regulations regarding access. The purpose of these guidelines is to ensure that all Deal School technology users share the Deal School technology resources in an effective, efficient, ethical and lawful manner. Deal School technology should be used for legitimate educational reasons only, and not for personal use. Strict compliance with all applicable ethical and legal rules and regulations must be maintained by all users of the wide area network and/or other electronic informational services including electronic mail (e-mail). Users must respect intellectual property rights and understand that school system data accessible over the network, regardless of the computer or device being used, constitutes property. All electronic, telephonic, and communications transmitted by, received from, or stored in these systems are property of the Deal School. Users of such systems should have no expectation of privacy. Student e-mail use for legitimate educational purposes will be subject to monitoring and review, including review of text and attachments that are related to that student or students. At NO TIME should a student consider Deal School e-mail private or confidential in any way. It is important to note that with a global network it is impossible to control or predict all materials a user may accidentally or purposefully discover on an electronic resource. Deal School personnel will make every effort to educate and guide all users in the proper use of electronic media, including the Internet. Because access to the Internet provides connections to other computer systems located all over the world, users (and parents of users) must understand that neither the Deal School nor any district staff member controls the content of the information available on these other systems. Some of the information available is controversial and sometimes may be offensive. Deal School DOES NOT CONDONE the use of such materials. Therefore, it is imperative that the user be held accountable for the appropriate utilization of this technology. ACCESS IS A PRIVILEGE - NOT A RIGHT! Inappropriate use will result in a cancellation of these privileges as well as possible assignment of disciplinary action consistent with the policies and procedures of Deal School. Local schools may establish additional regulatory guidelines for use of electronic resources that include, but are not limited to, guidelines established by this system wide procedure.

Building administrators shall establish a process for informing students and staff about the district and local school Acceptable Use Procedures. The definition of Deal School information and data resources will include any computer, server or network, or access provided or supported by Deal School, including portal-delivered applications and the Internet. Use of computer information and resources includes the use of data/programs stored on Deal School computing systems, data/programs stored and/or delivered through the cloud, Google Docs, computer peripherals, or other storage media, that is owned and maintained by the Deal School. The "user" of the system is the student using Deal School technology. Access is a privilege, not a right, and all students are expected to treat this learning tool with respect. Deal School technology and electronic resources must not be used to:

- Harm other people.
- Interfere with other people's work.
- Use a computer to steal property.
- Gain unauthorized access to other people's files or programs.
- Gain unauthorized access to on-line resources by using someone else's password.
- Make changes to the hardware or software configuration of any machine, including installing or deleting any software.
- Improperly using the network, including introducing software viruses and/or bypassing local school or office security policies.
- Steal or damage data and/or computers and network equipment.
- Access, upload, download, and distribute pornographic, hate-oriented, profane, obscene, or sexually explicit material.

Such actions will lead to disciplinary actions, up to and including loss of access to Deal School technology resources and further disciplinary actions as defined by existing Deal School policies.

Initials \_\_\_\_\_