

SUMTER COUNTY SCHOOLS
STUDENT ACCEPTABLE TECHNOLOGY USE POLICY and AGREEMENT

PP-SR-059
Revised 7/13

The Sumter County Schools provides computers and network capabilities to students for the purpose of enhancing instruction through technological resources. Students may be granted access to the district's electronic communication system, which may include access to the Internet. The Internet is a worldwide network that provides access to thousands of libraries, databases, and other unique informational resources. A student's activities while using this system must be in support of education and research and be consistent with the educational objectives of the Sumter County Schools. Sumter County Schools utilize filtering services for Internet accessed material. Filtering limits the accessibility to inappropriate sites but cannot guarantee such sites will not be accessible, nor does it provide any guarantee to the authenticity or accuracy of any information accessed.. Ultimately, parents of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, we support and respect each family's right to decide whether or not to apply for individual access.

Students are responsible for good behavior when using school technologies just as they are in a classroom or school hallway. All users are expected to use the computers and computer networks in a responsible, ethical and polite manner.

The use of the technology resources is a privilege, not a right. Students violating any of the provisions of this agreement, or the overall Acceptable Use Policy, may be subject to loss of user privileges and other disciplinary options, including criminal prosecution, where applicable.

Files stored on the district's technology resources and online activities are not private. Network storage areas will be treated like school lockers. School authorities have the right to review and monitor all information stored or transmitted on the network.

Teachers may use Internet resources in class. Teachers may use Internet resources as part of their classroom instruction. This document relates to individually controlled access and should not be interpreted as excusing the student from such class presentations where the teacher directs and controls the access or the use of managed online services under contract to the Sumter District Schools.

The Technology Resources Acceptable Use and Internet Safety Policy governs all use of these technological resources. The Technology Resources Acceptable Use and Internet Safety Policy, School Board Rule 8.62, is printed on the back of this form.

Responsible Use Includes:

- **Staying on Task** -Students will use such technology resources to meet the requirements and/or expectations of their teachers. Any activity outside this scope, such as accessing resources not related to the lesson or when other activities have been assigned, is unacceptable.
- **Being Polite and Not Offending Others** -The use or display of language, pictures or other forms of expression that would be considered obscene, offensive, harassing, insulting, abusive or harmful to others is not allowed.
- **Protecting Your Account and Not Sharing Passwords** - Students may not use the accounts of other people. You are always to login under your own account or through special class account as provided by your teacher or other school official.
- **Never Leaving a Computer Logged on Unattended**- Students must always close their account before leaving. Leaving a computer logged in is very similar to sharing your account because others could possibly use it.
- **Not Using Personal Internet Accounts While at School** – While students are at school they are not to use any personal network accounts, including email, social networking, etc. unless specifically approved and for school business. .
- **Never Giving Out Personal Information** – Students are not to give out personal information about themselves or others while using the technological resources.
- **Not Wasting Limited Resources** – Students should always be cautious not to monopolize the use of computers or use excessive materials such as printer paper or Internet bandwidth.
- **Respecting Copyright Laws and Not to Plagiarize** - It is important that students realize and respect the ownership of the works they use. Students must give credit to authors and not take credit for work they did not create.
- **Caring For Computer Files, Programs and Equipment**- It is everybody's responsibility to help keep the technology working smoothly. It is important to take care of the computer and all of its parts. It is also important to turn off the computers properly. Students are not to erase or change any computer files other than their own.
- **Not Using the School's Computers or Networks for Personal Business**- Students may not use the school's computers or network for financial gain or other personal business, including shopping.

USER AGREEMENT AND PARENTAL PERMISSION FORM
SUMTER DISTRICT SCHOOLS

STUDENT AGREEMENT:

I have read the **Sumter County Schools Student Acceptable Technology Use Policy And Agreement** and I understand and agree to abide by it. I have read what responsible use is as well as examples of what is unacceptable. I agree to refrain from any unacceptable uses of the system and will report any violations to a teacher or other school official. I also understand that if I fail to use the technological resources responsibly, it may result in cancellation of this privilege and/or disciplinary action.

Student Name (Print) _____

Student Signature _____

Date _____

PARENT or GUARDIAN:

As the parent or legal guardian of the student signing above, I have read and understand the **Sumter County Schools Student Acceptable Technology Use Policy And Agreement** and discussed it with the student. I understand that even though the school employs filtering technology, it may not be able to restrict access to all inappropriate and controversial materials on the Internet, and will not hold the Sumter County Schools responsible for materials my son or daughter may acquire as a result of the use of the Internet from school facilities. I hereby release the district and its personnel from any and all claims and damages arising out of my student's use of the district's system.

Name of Parent/Guardian (Print) _____

Parent/Guardian Signature _____

Date _____

WHITE: SCHOOL ADMINISTRATION

YELLOW: SCHOOL TECHNOLOGY

PINK: PARENT

The data network system of the District is available for use by employees and students

of the District in order to provide them with equal access to the computing resources which serve public education. The data network system is an electronic highway that connects thousands of computers all over the world and millions of individual subscribers. All personnel having authorization to use the network will have access to a variety of information sources. The District's technological resources are components of the data network system. This policy is in effect whether the district owned resource is connected to the district network or in use outside the network.

I. The use of these technology resources is a privilege, not a right.

II. No expectation of privacy or confidentiality in the content of electronic communications including, but not limited to, computer files, electronic messaging, facsimile or other transmissions sent, received through or stored on the communication resources of the Sumter District Schools should be expected by users. Such information is subject to review, monitoring and archiving. The District reserves the right to remove them and report any violation of rules to school and/or District administration and/or law enforcement. For the safety and security of students, District supported electronic communications for students will be monitored and filtered.

III. Access to material on the worldwide interconnected network, does not provide for the use of the same selection procedures as the School District follows in regard to other instructional materials, such as textbooks. Similar to broadcast and other current event media, the material available is vast and ever changing. With such access, comes the potential availability of material that may be harmful to minors or not be considered to be of educational value in the context of the school setting. Specifically, the District supports those which will enhance the research and inquiry of the learner with directed guidance from faculty and staff. At each school, each student's access to use the network will be under the teacher's direction and monitored as a regular instructional activity.

IV. The District will maintain technology protection measures to limit student's access to prohibited material. While the District uses Internet content filters, any filtering of information should not be considered all inclusive. The District cannot prevent the possibility that some users may access material that is not consistent with the educational mission, goals and policies of the District. This is particularly possible since access to the Internet may be obtained at sites other than school or on devices outside the authority of the school. The Sumter District Schools reserves the right to limit the content of material students access due to legitimate pedagogical, safety and system integrity concerns.

V. At each school and facility owned or operated by the District, notices shall be conspicuously posted that state the following:

"Users of the data network system of the Sumter County School District are responsible for their activity on the network. The School District has developed a technology resources acceptable use policy. All users of the network are bound by that policy. Any violation of the policy may result in the suspension of access privileges or other disciplinary action, including student expulsion and employee dismissal."

VI. The use of the network and technological tools shall be consistent with the mission, goals, policies, and priorities of the District. Successful participation in the network requires that its users regard it as a shared resource and that members conduct themselves in a responsible, ethical and legal manner while using the network.

Any use of the network or technological tools for illegal, inappropriate or obscene purposes, or in support of such activities, will not be tolerated. Examples of unacceptable uses of the network or technological tools include, but are not limited to:

- A. Violating the conditions of the Education Code dealing with student's rights to privacy;
- B. Using, transmitting or accessing profane, obscene, lewd/indecent (which includes what is commonly referred to as sexting) or other materials harmful to minors;
- C. Copying commercial software or other content in violation of copyright law or other copyright protected material;
- D. Using the network or technological tools for financial gain or for any commercial or illegal activity;
- E. Using the network or technological tools for the advancement or disparagement of any particular candidate or political party;
- F. Taking any actions that affect the ability of the District to retrieve or retain a record of any use of the computer equipment or data network system, including but not limited to, adding or modifying the existing software without specific permission; creating, uploading and/or intentionally accessing computer viruses or material blocked by the District's technology protection measures; intentional damage to technological equipment or any other action for the purpose of limiting the usability of the network or technological tools.
- G. Taking any actions that affect other students' ability to use the technological resources, including but not limited to, vandalism or "hacking".
- H. Transmitting student identifying information over the data network system, except as part of the approved educational program as permitted by law; and
- I. Other actions that are not in accordance with the *Code of Ethics and Principles of Professional Conduct of the Education Professional of Florida* for staff and *The Code of Student Conduct* for students.

VII. Schools and Departments in the Sumter School District may have additional guidelines for appropriate use. These policies will be developed and enforced in consort with this District policy.

VIII. Schools are required to educate their students about appropriate online behaviors including but not limited to interactions with other individuals through communication methods or social networking. Instruction will include cyber bullying awareness and response.

IX. The District recognizes the use of social media for communication and e-learning; however, only those networks sponsored by the District may be used for classroom instruction or school sponsored activities without the approval of the Superintendent or his designee.

X. Failure to adhere to this policy may result in suspending or revoking the offender's privilege of access to the network and other disciplinary action up to and including, termination of the employee or expulsion in the case of a student, and possible criminal prosecution if applicable. Any possible illegal acts discovered by students or employees shall be reported to the appropriate legal authority.

XI. Any student shall be exempt from instruction on accessing the data network upon request in writing from the parents, as defined by Florida Statutes, to the principal. The request for exemption shall expire at the end of each school year. It shall be the responsibility of the parent to renew the request yearly.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1000.21, 1001.43, F.S.

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