

# Norton City Schools

## Technology Acceptable Use Policy for Students

### Introduction

Technology can greatly enhance an instructional program, as well as provide efficiency for users. Norton City Schools provides students with access to equipment, software, and network services to be used as tools to support learning, collaboration, educational research related to the district curriculum and the state academic content standards. The use of this technology is a privilege.

It is the policy of Norton City Schools that the technology resources be used in a responsible, efficient, ethical, and legal manner in accordance with the mission of the district. Users must acknowledge their understanding of the policy and guidelines as a condition of receiving network and internet access. In order for the School District to be able to make its network and internet access available, all students must take responsibility for the appropriate and lawful use of this access. Students must understand that one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While teachers and other staff will make reasonable efforts to supervise student use of network and internet access, they must have student and parent cooperation in exercising and promoting responsible use of this access.

Use of the District Network includes Internet access. Internet access is filtered throughout the District as required by the federal Childhood Internet Protection Act. For this reason, personal "hot spots" cannot be used by students. While content on the Internet is filtered and network use is subject to supervision, it is possible that students might access inappropriate material either deliberately and/or accidentally. District guidelines for Internet use prohibit access to material that is inappropriate in the school environment or harmful to minors. Student guardian will receive prior notice of online tools that require a student user account.

"Harmful to minors" is defined as any picture, image, graphic image file or other visual depiction that:

1. taken as a whole and with respect to minors appeals to a prurient interest in nudity, sex or excretion;
2. depicts, describes or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts or a lewd exhibition of genitals and;
3. taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.

The District will educate minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber-bullying awareness and response. The Superintendent/designee will develop a program to educate students on these issues.

Students should immediately report any security problem or misuse of the Internet or equipment on the network to a teacher or a building administrator.

### Technology Resources

The technology systems of the District are intended for educational uses. Material created and/or stored on district managed resources is not private. To ensure proper use, administrators will periodically review the network. All communications and information utilizing district resources are subject to removal if deemed inappropriate.

### Acceptable Uses of Technology Resources

- Norton City Schools is providing access to its network for only educational and school operational purposes. If you have any doubt about whether a contemplated activity is appropriate, you should consult with a teacher or school personnel in charge.
- Students will respect the privacy of others. Students will respect the proper care and functions of the equipment and immediately report any hardware, software, security problem, or network abuse to a teacher or school personnel in charge.
- Personal removable storage media shall only be used if believed to be virus free.

### Unacceptable Uses of Technology Resources

- Use District technology equipment, software, and network without supervision.
- Share a network account or password.
- Use someone else's account or attempt to access another user's files.
- Engage in actions detrimental to the operation of hardware, software, and/or the network (includes but not limited to removal of keyboard keys, mouse disassembly, destruction, defacement of any equipment, wasting resources, i.e., paper, ink, server space, network bandwidth, etc.).
- Create or change configurations on computers or the network.
- Access or "hack" unauthorized hardware, software, or the network.
- Access, or attempt to access, inappropriate or sexually explicit material or share information about inappropriate material with other students.

- Attempting to/or bypassing the filter (includes, but not limited to, hot spots, proxy servers, etc.) using district or non-district resources.
- Use vulgar, derogatory, or obscene language, or language that may be hurtful to another person or that may constitute personal attacks or harassment of, or provide private information about another person.
- Plagiarize or break copyright laws.
- Use District technology or network services for personal, entertainment, political, or commercial purposes.
- Alter any program, hardware, or software.
- Engage in actions that cause damage, impair effective use, or defeat protective security software.
- Using school provided email, web page, or online resources to send and/or forward material that could be considered inappropriate, offensive or harassing (includes, but not limited to, jokes, political rhetoric, personal sales, chain emails).
- Use unapproved personal technology equipment (includes, but not limited to laptops, mobile devices) or software on District network resources.
- Download, copy, or store unauthorized files, software, shareware, or freeware.

### **Consequences of Irresponsible Use**

**Consequences for individuals violating the Acceptable Use Policy vary depending on the nature and seriousness of the violation. Consequences might include:**

- **Loss of technology privileges for a specific period of time or indefinitely.**
- **Removal from a course, if the student is in a course that requires the use of technology resources.**
- **Suspension and/or expulsion as per the student code of conduct.**
- **Potential civil or criminal liability.**

### **Internet Safety**

- Do not give out personal information while online, such as full name, address, telephone number, and picture.
- Never agree to meet with an online friend.
- If you ever encounter something online that you do not understand or that makes you feel uncomfortable, tell a teacher or staff personnel.
- When using District provided resources, do not respond to offensive or dangerous e-mail, chat, or other communications. Report any such communication. Do not delete the offensive or dangerous e-mail or communication.
- Be a good online citizen and do not do anything that hurts other people.

### **BYOT (Bring Your Own Technology)**

**Some school buildings allow students to bring personal devices to be used in the classroom for educational purposes. When this is allowed, is it with the understanding that the device(s) are only out when the teacher approves of the use, the student device utilizes the school's filtered internet access, and the student(s) will not use these devices to take or post pictures and/or videos of other students or staff members.**

### **Warranties/Indemnification**

The Norton City School District makes no warranties of any kind, whether expressed or implied, in connection with its provision of access to and use of its technology, networks, and the Internet provided under this Policy. The Norton City School District will not be responsible for any claims, losses, damages, or costs (including attorney's fees and data plan usage) of any kind suffered, directly or indirectly, by any user resulting from the use of technology and the electronic network. The user takes full responsibility for his/her use. The user agrees to indemnify and hold the Norton City School District, its employees, and the Northeast Ohio Network for Educational Technology (NEONET) harmless from any and all loss, costs, or damages resulting from the use authorized under this agreement, including but not limited to any fees or charges incurred through purchases of goods or services by the user over the electronic network. The user agrees to cooperate with the District in the event of the District initiating an investigation of a user's misuse of his/her access to the network and the Internet, whether that use is on a District resource or another resource outside the School District's network.

***Keep this copy of the policy***