

**GARRETSON SCHOOL DISTRICT 49-4
NETWORK ACCEPTABLE USE POLICY (STUDENT)**

Please read the following carefully before signing this document.

Students using the school district's network are responsible for using this technology appropriately and in an ethical manner. Failure to do so may result in disciplinary action, including the termination of network privileges for the user.

The use of technology must be in support of education and consistent with the academic goals of the district.

The student will be able to:

- Access the school's equipment
- Use the Internet for educational purposes
- Utilize the file server for data storage
- Print in moderation for classroom use

The student will be prohibited from:

- Any action that violates Garretson School District board policy or public law
- Bypassing the Internet filter to gain access to blocked websites
- Sending, transmitting, uploading, downloading, receiving, storing, or viewing threatening, harassing, profane, offensive, pornographic, obscene, or sexually explicit materials
- Sharing individual passwords or utilizing another student's password to gain access to network resources
- Communicating any financial information for online purchases on school equipment
- Utilizing electronic mail during school hours unless using the K-12 email system
- Using tools or programs capable of disrupting the network
- Vandalizing, stealing, or attempting malicious harm to school equipment or data of other users
- Bringing programs or games from home or other sources
- Housing MP3 files or executables on the school server
- Bringing in outside electronic devices to access the school's network
- Using school computers to place phone calls
- Bringing in their own device unless pre-approved by administration for a specific project (i.e. senior project)
- Attempting to bypass the system security
- Subverting or attempting to subvert the restrictions associated with the school's or district's networks or computer files
- Copying, renaming, changing, examining, or deleting files belonging to someone else without the owner's permission
- Copying or accessing the files of another user for the purpose of copying the contents and representing it as her/his own work (this is interpreted as plagiarism)
- Using any device that is assigned to another student
- Logging in to the system as anyone other than themselves

The student's Internet use is tracked and monitored on a daily basis. Files on any of the Garretson School computers, devices, or data servers are not private and, therefore, subject to inspection.

MISCONDUCT:

The principal, superintendent, and/or network administrator are responsible for applying disciplinary actions when the Network Acceptable Use Policy has been violated.

CONSEQUENCES:

Consequences for inappropriate behavior is dependent upon the severity of the offense. Consequences may include suspension of computer privileges and other consequences outlined in the student handbook. Consequences may include in-school suspension, out-of-school suspension, expulsion, and/or referral to law enforcement.

STUDENT NETWORK USER AGREEMENT AND PARENT/GUARDIAN PERMISSION FORM

The Garretson School District's mission is creating a gateway to life-long learning. Helping our students to develop appropriate digital skills is part of that mission. Students at the Garretson School District are expected to use the district's network resources not only to access information and content outside the district, but also to participate responsibly in the digital world. **Access to the Garretson School computers is a privilege, not a right.**

After reading the Network Acceptable Use Policy, please complete this form to indicate agreement with the terms and conditions outlined. The signatures of both the student and the parent/guardian are mandatory before access may be granted to the network. This document, which incorporates the Garretson School District Network Acceptable Use Policy, reflects the entire agreement and understanding of all parties.

As a user of the Garretson School District computer network, I have read and hereby agree to comply with the Garretson School District Network Acceptable Use Policy.

Student Name (please print): _____ Grade: _____

Student Signature: _____ Date: _____

As the parent/guardian of the student above, I grant permission for my child to access networked computer services such as the Internet and network resources. I have read and agree to the Garretson School District Network Acceptable Use Policy, and I understand that I may be held responsible for violations made by my child. I understand that some materials on the Internet may be objectionable; therefore I agree to accept responsibility for guiding my child and conveying to her/him appropriate standards for selecting, sharing, and/or exploring information. I also understand that in collaborative or distance learning projects my child will be viewed by others and possibly videotaped and/or monitored by state or school personnel.

Parent or Guardian Name (please print): _____

Parent or Guardian Signature: _____ Date: _____

WEB PAGE PERMISSION FORM

Throughout the year, teachers will be updating their website with photographs of the class or examples of student work/projects. No last names will be used with any of the photographs. The school's website can be viewed at <http://garretson.k12.sd.us/>. Please read through the following options and check the appropriate option.

_____ Yes, my child's picture, work samples, artwork, and pictures of her/his completed projects may be displayed on the school's website and/or social media pages/feeds. I understand that no last names will be used.

_____ No, neither my child's picture nor any work completed by her/him may be displayed on the school's website or school social media.

If you wish to change the above option in the future, please contact the school.

STUDENT NETWORK ACCESS FORM

I have read, agreed, and signed the Garretson School District Network Acceptable Use Policy and am requesting a logon account for the network and to view my grades.

Name: _____ Class of: _____ Lunch #: _____
(Last, First, Middle) (Grad Year)

This form must be completed and returned to the office before network access will be granted. Your logon and password will be assigned to you within 24 hours. DO NOT give out your password to your friends, classmates, etc. Doing so will result in the loss of network privileges.

THIS FORM WILL REMAIN ON FILE FOR THE DURATION OF THE STUDENT'S ENROLLMENT IN THE GARRETSON SCHOOL DISTRICT.

OFFICE USE ONLY

Logon: _____ Password: _____

- | | |
|--|---|
| <input type="checkbox"/> Logon Set Up | <input type="checkbox"/> Online Grades Set Up |
| <input type="checkbox"/> Recorded in Password Book | <input type="checkbox"/> Added to DDN Tab |
| <input type="checkbox"/> E-Mail Created | |