

FERNDALE SCHOOL DISTRICT NO. 502
ADMINISTRATIVE PROCEDURES

No. 2314 P-1
Attachment 1

TECHNOLOGY RESOURCES USE AGREEMENT (STUDENT)

Parent or Guardian:

The students in Ferndale School District (FSD) have direct access to the Internet and the FSD network. With this privilege comes responsibility. All students must be informed of the rules regarding Internet and network use and agree to abide by these rules. The District utilizes software and content filtering to prevent students from accessing inappropriate online materials. Users of the district network are required to sign a "Technology Resources Use Agreement." Please read and discuss this information with your student and sign on the back. Parents and students will be required to complete the "Technology Resources Use Agreement" upon first technology usage (usually at elementary school level), at the beginning of both grades seven and nine. Also note, individual schools may require annual completion.

Student:

The use of the network is a privilege, not a right, and inappropriate use may result in a cancellation of those privileges. Security on any computer system is a high priority, especially when the system involves many users. If the user identifies a security problem on the system, the user must notify staff and must not demonstrate the problem to other users. Students are responsible for good behavior on school computer networks just as they are in a school classroom or a school hallway.

Please sign this document and **return it to the school's main office, library or as directed by your teacher**

The following information was extracted/adapted from the "Ferndale School District Board Procedure #2314 P-1 Technology Resources." Copies of the complete board policy no. 2314 and procedures are available on the FSD website.

Personal Internet Safety:

1. **Do Not** reveal personal contact information about yourself (address, phone number, etc) while online
2. **Do Not** agree to meet people that you have been in contact with over the Internet without parent permission
3. **Do Not** give out private or confidential information about yourself or others
4. Tell your teacher or other school employee about any message you receive that is inappropriate or makes you uncomfortable

Acceptable Use:

The use of this account **must be in support of education and educational research.**

Unacceptable Use:

Examples of Activities (but not limited to), which are **NOT PERMITTED:**

1. Displaying sexually explicit, pornographic, obscene, lewd or other inappropriate messages or pictures
2. Using obscene language or material
3. Participating in offensive and/or threatening attacks via "Cyber Bullying" against individuals or groups
4. Damaging computers, computer system or computer networks
5. Violating copyright laws
6. Using other users' passwords
7. Trespassing on other users' work: systems, folders, work or files
8. Excessive use of limited resources (beyond time authorized by administrators/staff)
9. Employing the network for commercial, personal or political purposes
10. **Personal email or free "web surfing" during school hours**
11. Modifying software on district equipment or installing personal technology on the network without written permission
12. Accessing any computer not explicitly authorized for use
13. Personally owned electronic devices (ipods, PSP, smart phones, ipads, laptops, etc.) connected to FSD network

SIGNATURES REQUIRED

For student use of any FSD Technology Equipment

Student Email

Ferndale School District recently created *Google Apps for Education* accounts for all students, which includes email access if needed. FSD is providing this service because it is obligated, through e-rate and federal regulations; "to ensure that all students use computers, networks and communications (including e-mail) in schools for school related purposes in an appropriate manner." The mastery of effective and proper e-mail communications is expected of FSD students and is embedded in the Washington State K-12 Essential Academic Learning Requirements and Grade Level Expectations in Educational Technology such as EALR 2: Digital Citizenship, Component 2.3, "communicate with peers and teachers using email." Consequently, FSD students will be expected to utilize their FSD *Google Apps* e-mail account for district and school communication.

This account will be assigned to students as they enter the district and will be available for school/educational usage throughout their career in Ferndale School District. However, this account will only become "active" for student use beginning at 6th grade (earlier in the case of specific teacher request to be used in his/her classroom). In addition to *Google Mail* email, this account will provide access to *Google Docs* collaboration tools (word processor, calendar, spreadsheets) and *Google Sites* web site development, as well as other educational related tools. If you wish, you may read more about the privacy, domain concerns and controls, as per the Google Academic Agreement, please see: http://www.google.com/apps/intl/en/terms/education_terms.html.

Student- signature required

I understand and will abide by the Technology Resources Use Agreement Policy and agree to use the network responsibly. I further understand that any violation of the regulations contained therein may result in disciplinary action and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action or appropriate legal action may be taken.

Student Full Name (please print) _____

Signature _____ Date _____

Parent or Guardian Permission – (If student is under the age of 18, a parent or guardian must also read and sign this agreement)

As a parent or guardian of this student, I have read the Technology Resources Use Agreement Policy. I understand that this access is designed for educational purposes only. I recognize that it is impossible for Ferndale School District to completely restrict access to offensive, inappropriate or other controversial information and materials available through Internet or other sources from the network, and I will not hold the school district responsible for information and materials obtained by this student from the network. I understand this agreement will be kept on file at the school.

I also understand that from time to time the teacher or school may wish to publish examples of student projects, unidentified photographs of students and other work on an Internet accessible server via staff, school or district website.

Please circle.

My child may use the Internet and email (with teacher supervision) at school according to the rules outlined. **Yes No**

My child's work may be published on the Internet for classroom/school purposes. **Yes No**

Parent/Guardian Name (Please print) _____

Signature _____ Date _____

****For additional information, please contact your student's principal or FSD Technology Department****

Implemented 10-12-1995
Revised 06-10-2010

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