



## **TECHNOLOGY ACCEPTABLE USE AND SAFETY POLICY GRADES K-3**

### **INTRODUCTION**

Saline Area Schools believes that all students should have access to technology when they act in a responsible, efficient, courteous and legal manner. Internet access and other online services, as well as various forms of technology equipment, offer students and teachers a multitude of global resources. Our goal in providing these resources is to enhance the educational development of, and foster 21<sup>st</sup> century learning experiences for, our students. The following document is intended for all student technology users at Harvest, Pleasant Ridge and Woodland Meadows. To use these resources, all students must sign and return a Student/Parent Technology Acceptable Use Agreement Form.

### **GENERAL NETWORK USE**

The network is provided for students to conduct research, complete assignments and communicate with others. Access to network services is a privilege, not a right. The district utilizes filtering systems and software to block inappropriate sites in compliance with the Child Internet Protection Act. Students are required to notify an adult if they access a site that is inappropriate so that the site can be blocked from future use. CDs and flash drives are acceptable for student use; however, the district is not liable for any negative results from their usage.

### **STUDENT NETWORK/INTERNET USER AGREEMENT**

Acceptable uses of technology are devoted to activities which support teaching and learning. The following is our agreement with K-3 students concerning the use of technology in the elementary school setting.

#### **The K-3 students will:**

- Use computer and technology equipment only when a teacher is present
- Use the computer and Internet for school work only
- Use only the programs and websites that the teacher has approved
- Print only when the teacher has requested it
- Obey the copyright laws
- Tell the teacher if they read or see something on the computer that is inappropriate or makes them feel uncomfortable

**The K-3 students will not:**

- Share their password with anyone and will not use another person's password
- Damage or change settings on the hardware, software or the network
- Give out personal information about themselves or anyone else over the Internet, i.e., full name, address, email address, phone number, photo, etc.
- Use the computer to be hurtful to others
- Search for, send or display inappropriate messages or pictures

**PUBLISHING TO THE WORLD WIDE WEB**

Student work may be considered for publication on the World Wide Web, i.e., teacher or school website, District website, Hornet Tube, etc. Such publishing requires parent/guardian permission.

Additionally, unidentified photos of students may be published on school websites, illustrating student projects and achievements. If you do not want your child's photo to be published on any website, please indicate this on the *Saline Area Schools Student Data Verification Form* which can be found in your child's First Day Folder or *submit a FERPA letter to Kitty Coryell at the District Office.*