



Introduction

Saline Area Schools believes that all students should have access to technology when they act in a responsible, efficient, courteous and legal manner. The District provides computer, network, Internet access and email accounts to students as part of the learning environment. Internet/email access and other online services, as well as various forms of technology equipment, offer students and teachers a multitude of global resources. The District's goal in providing these resources is to enhance the educational development of, and foster 21st century learning experiences for, our students. The following document is intended for all student technology users at Heritage and Saline Middle School. 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. This technology is the property of the District and is provided to students as a privilege, not a right. It is the expectation of the District that students will use these resources in a manner that is both responsible and lawful. Uses that might be acceptable on a user's private, personal account on another system may not be acceptable on the school's network. If a student is uncertain whether or not something is inappropriate, he/she should consult an adult.

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. CDs and flash drives are acceptable for student use; however, the District is not liable for any negative results from their usage.

The District reserves the right to inspect any material stored on the District network and edit, or remove, any materials that do not comply with this usage policy. Intentional or repeated misuse of District technology will result in consequences that may or may not include suspension of technology privileges, payment of damages, discipline under other appropriate school policies, referral to law enforcement or possible legal action. Students are responsible for all use of their school issued accounts.

Digital Citizenship

The District will be implementing a Cybersafety program called **STOP. THINK. CONNECT!** throughout the school year. This program will build awareness and education around key cybersafety concepts. Saline Area Schools is asking all students to practice **STOP. THINK. CONNECT!** as follows:

- **STOP:** Before you go online, take time to understand the risks and learn how to spot potential problems.
- **THINK:** Take time to think about the places you are visiting online, the information you are sharing and the communities you are participating in. Always watch for warning signs and consider how your actions online could impact your safety or others.

- **CONNECT:** If you have taken the time to **STOP & THINK**, then you can **CONNECT** online with greater confidence and enjoy knowing that you've taken the right steps to safeguard yourself and your computer.

Student Network/Internet/Email User Agreement

Acceptable uses of technology are devoted to activities which support teaching and learning. Listed below is our agreement with students in grades 4-8 concerning the use of technology in the school setting:

As a student I agree:

- To use the hardware and software provided by Saline Area Schools solely for educational purposes.
- To use my personal laptop, or any other personal mobile device, solely for educational purposes on Saline Area Schools property as permitted.

The following items are NOT permitted:

- Sharing of your password or login or the use of another's password or login unless authorized by the teacher.
- Using obscene or objectionable language.
- Accessing, distributing, displaying or printing offensive messages and/or pictures.
- Giving out personal information - yours or others.
- Harassing, insulting, threatening or attacking others.
- Damaging, disabling or trying to modify school equipment or the network.
- Attempting to conceal activities while using technology.
- Violating Copyright Laws.
- Accessing game sites, IM and other non-educational sites without teacher permission.
- Practical joking with files or equipment.
- Downloading games, music or other files without teacher permission.
- Inappropriate use and naming of files.
- Any usage deemed inappropriate by Saline Area Schools Administration.

Web Publishing

Student work may be considered for publication on the web, i.e., teacher or school website, District website, blog, wiki, iTunesU, etc. Such publishing requires parent/guardian permission.

Additionally, unidentified photos or videos of students may be published on school websites or blogs, illustrating student projects and achievements. If you do not want your child's photo to be published on any web location, 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 attention to Scot Graden at the District Office address.*

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