



Ontario-Montclair School District

Acceptable Use Agreement

Student Use of Technology

The Ontario-Montclair School District recognizes the value of computers and other electronic technology to improve student learning. The district network and internet connections have been developed as tools to promote educational excellence, innovation, and communication for students and staff.

Due to its open nature, there is material available on the Internet that is inappropriate for use at school. It is the district's intent to protect students from inappropriate content by:

- Meeting or exceeding all state and federal guidelines in filtering content from Internet websites;
- Requiring staff supervision and monitoring of student Internet use;
- Directing each student to accept personal responsibility for using the resources appropriately.

Please help us teach your children to use technology systems properly by discussing the information in this document and by encouraging them to follow the rules at all times. Teachers can provide additional information regarding the specific software and technologies that will be used at school this year.

The following expectations apply to everyone using District technology. Students may access the computer network only for purposes authorized by district instructors in accordance with Board policy. Students are responsible for following all requirements specified in this Acceptable Use Agreement. Users may not install, remove, or modify equipment on the network. Inappropriate use may result in the cancellation of the child's privileges, disciplinary action and/or legal action.

Privacy: The District respects the individual privacy of its employees and students. However, this privacy does not extend to the computer systems used at school or personal devices used to access district networks. To ensure proper use, the District may monitor its technological resources at any time without advance notice or consent. Network administrators may review and/or remove files and communications to maintain system integrity and ensure that users are behaving responsibly. Students should not expect that files they have stored on district servers, network or cloud-based services will always be private. The District utilizes educational software programs that may collect information from students for educational purposes, i.e. a learning management system that offers leveled instruction based on student ability. Links to the terms and conditions of these software programs are available at <https://bit.ly/3J9I67T>.

Network Behavior: I understand that I am personally responsible for following school rules while using the district computer network.

Acceptable Use:

- I will always be polite, exhibiting proper and respectful behavior.
- If I see something that is offensive or inappropriate, I will tell my teacher or other staff member.
- I understand that America's copyright laws protect artists, musicians, and writers. If I use pictures or words from a webpage, I will show the source.
- I understand that everything that happens on the school network may be reviewed at any time; it is not private.

Unacceptable Use:

- I will not use the district's computer systems for anything illegal.
- I will not use threatening, harassing, obscene, or other inappropriate language that may constitute cyberbullying.
- I will not respond to any messages that are mean or make me feel uncomfortable. If I receive a message like this, I will tell my teacher right away.
- I will never agree to arrange a meeting with someone I met online without parental permission.
- I will not post photographs or images of myself, other students, or teachers on the Internet without permission.
- I will not reveal my name or anything personal about myself, my family, or anyone else without direction from my teacher. I understand that personal information includes pictures, address, telephone number, school address, work address, and so on.
- I will not share my passwords with anyone, including friends.

- I will not attempt to bypass the district's safety and security systems.
- I will not use the school network to download games, music, videos or other files not needed for school work.

Cell Phones: Students carry cell phones at their own risk. The district is not responsible for lost, stolen or damaged cell phones. Cell phones must not disrupt educational or school activities.

Acceptable Use:

- I understand that cell phones must be turned off during the instructional school day.
- I understand that students may use cell phones before and after school only.
- I understand that I may use the school land-line phones in an emergency.

Unacceptable Use:

- I will never use a cell phone during the school day inside school buildings or offices, including restrooms.
- I will never use a cell phone during class, school assemblies, and other special events.
- I will never take any pictures or videos using a cell phone or camcorder at school.

Policy and Administrative Procedures: The district publishes the policies related to use of technology approved by the Board of Trustees and the related rules and procedures. (Also refer to BP 5131 and BP & AR 5145.12.) You may read or print copies from the website at: http://www.omsd.net/departments/business_services/information_services

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Acceptable Use Agreement - Student Use of Technology

Student Acknowledgment: I have read and agree to abide by this Acceptable Use Agreement and I agree not to hold the district or any district staff responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence. I also agree to indemnify and hold harmless the district and district personnel for any damages or costs incurred.

Student Name (please print): _____ Grade: _____

School: _____

Student Signature: _____ Date: _____

Parent or Legal Guardian Acknowledgment (If the student is under 18 years of age, a parent/guardian must also read and sign the agreement.)

As the parent/guardian of the above-named student, I have read, understand, and agree that my child shall comply with the terms of the Acceptable Use Agreement. By signing this Agreement, I give permission for my child to use district technology and/or to access the school's computer network and the Internet. I understand that, despite the district's best efforts, it is impossible for the school to restrict access to all offensive and controversial materials. I agree to release from liability, indemnify, and hold harmless the school, district, and district personnel against all claims, damages, and costs that may result from my child's use of district technology or the failure of any technology protection measures used by the district. Further, I accept full responsibility for supervision of my child's use of his/her access account if and when such access is not in the school setting.

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____ Date: _____