# **Student Acceptable Use Policy**

DISD is pleased to offer students access to a computer network for file sharing, storage, printing, electronic mail and the Internet while at school. Parents that prefer their child not have computer access should send a request in writing to the campus principal. Educating minors about appropriate online behavior such as interacting with other individuals on social networking websites, chat rooms and cyberbulling will be addressed by campus DISD staff such as Curriculum Technology Specialists, Technology Integrators, teachers and counselors.

#### **Web Enabled Devices from Home**

DISD will grant students in grades 6-12 permission to bring a personal web-enabled device from home to campus for their academic use. Student use of personally-owned devices in the classroom setting will be at the discretion of campus administration and/or classroom teachers.

Students who use web-enabled devices from home will have access to wireless Internet but will not have access to any district drives such as network folders. Network drives can only be accessed via district machines.

Students must check in their device with the campus Curriculum Technologist Specialist as well as give them the administrator login to the device. A service tag will be placed on the device to let staff know the device has been checked in.

DISD is not liable for any loss or damage incurred, nor can it load any software onto a student web-enabled device. Students should secure their devices in a locked locker. All students' laptops and digital devices should be clearly labeled with the student's name.

Identity theft is a growing problem. We recommend that any personally sensitive files (such as tax documents, social security information, bank records, etc.) are removed from any device before it is used on campus.

Users will not loan their device to someone else. The user is responsible for any content on the device regardless of how it originated.

All technological devices brought onto a DISD campus are subject to search and seizure. Improper or non-educational use could result in loss of privileges for the on-campus use of such devices.

DISD is not responsible for lost, damaged, or stolen devices.

Any dispute involving Acceptable Use of district or personal resources will be settled at the discretion of District personnel.

## What is expected?

The DISD Student Code of Conduct applies to electronic interaction, just as it would in any face to face interaction. Communications on the network are often public in nature. General campus and district rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules set forth below. The use of the network is a privilege, not a right, and may be revoked if abused. The user is personally responsible for his/her actions in accessing and utilizing the school's computer resources or personal computer resources used on district property. The students are advised never to access, keep, or send anything that they would not want their parents, teachers, or administrators to see.

#### **Monitored Use**

Electronic mail transmissions and any other use of the electronic communications system by students are not confidential and may be monitored at any time by designated District staff to ensure appropriate use for educational purposes.

Access to district approved email accounts and the Internet will allow students access to available online textbooks, explore thousands of libraries, databases, museums, and other repositories of information, and to collaborate with other Internet users around the world. The district filters the Internet for objectionable material. However, families should be aware that some material might still contain items that are illegal, defamatory, inaccurate, or potentially offensive. While the purposes of the district are to use Internet resources for constructive, educational goals, students may find ways to access other materials. We believe the educational benefits, access to informational resources, and opportunities for global collaboration exceed the disadvantages. The district considers computer and guided Internet use a part of the instructional program just like a textbook.

# **Privacy/Security**

Network storage areas and school and personal web-enabled devices brought on school property can be treated like school lockers. Students should never access network accounts, network folders, and files that are not theirs. Students will not circumvent District security measures. DISD may revoke any District user's access until the violation is reviewed by appropriate district administrators. Network administrators may review communications and content to maintain system integrity and to ensure that students are using the system responsibly. The user understands and agrees to assume all risks and responsibilities when using their personal devices. The user is responsible for any content on their device, regardless of how it originated.

# **Storage**

Users are expected to remain within allocated disk space for all district owned resources. Students should never download or install any software or applications onto network drives or disks. Any assumed violation will be reported to the appropriate district administrator and the user's privilege revoked until the concern of violation is reviewed by the appropriate district administrator.

#### **Posting Policies:**

DISD teachers or administrators may post the following with written parental/guardian and student approval to the principal:

- Student authored work
- Pictures, audio or video of student (alone or in a group)
- Student Names

#### **Inappropriate Materials or Language**

Profane, abusive, or objectionable language or material may not be used to communicate, nor should materials be accessed which are not in line with the rules of school behavior. A good rule to follow is never view, send, or access materials which you would not want your teachers and parents to see. Should students encounter such material by accident, they should report it to their teacher immediately. Any assumed violation will be reported to the appropriate district administrator and the user's privilege revoked until the concern of violation is reviewed by the appropriate district administrator.

## **General Guidelines for Using Technology:**

- 1. I understand the DISD Student Code of Conduct applies to electronic interaction, just as it would in any face to face interaction.
- 2. I understand that passwords are private. I will not allow others to use my account name and password, nor will I use other account names and passwords.

- 3. I will be polite and use appropriate language in my electronic mail messages, multi-user role-playing and/or virtual learning environments, online postings, and other digital communications with others. I will refrain from using profanity, vulgarities, or any other inappropriate language as determined by school administrators.
- 4. I will use electronic mail and other means of communications such as blogs, wikis, podcasting, chat, instant-messaging, discussion boards, and virtual learning environments responsibly. I will not use computers, handheld computers, digital audio players, cell phones, personal digital devices or the Internet to send or post hate or harassing mail, pornography, make discriminatory or derogatory remarks about others, or engage in bullying, harassment, or other antisocial behaviors either at school or at home.
- 5. I understand that I represent the school district in all my online activities. I understand that what I do on social networking websites such as MySpace and Facebook should not reflect negatively on my fellow students, teachers, or on the District.
- 6. I understand that masquerading, spoofing, or pretending to be someone else is forbidden. This includes, but is not limited to, sending out e-mail, creating accounts, or posting messages or other online content (e.g. text, images, audio or video) in someone else's name.
- 7. I will use technology resources responsibly. I will not retrieve, save, or display hate-based, offensive or sexually explicit material. I am responsible for not pursuing material that could be considered offensive. I understand that I am to notify an adult immediately if I encounter materials which violate appropriate use.
- 8. I will use technology resources productively and responsibly for school-related purposes.
- 9. I will refrain from attempting to bypass, or circumvent, security settings or Internet filters, or interfere with the operation of the network by installing software or web-based services.
- 10. I understand that vandalism is prohibited. This includes but is not limited to modifying or destroying equipment, programs, files, or settings on any computer or other technology resource.
- 11. I will respect the intellectual property of other users and information providers. I will obey copyright guidelines. I will not plagiarize or use other's work without proper citation and permission.
- 12. I will refrain from the use of or access of files, software, or other resources owned by others without the owner's permission. I will use only those school network directories that are designated for my use and for the purpose designated by my teacher.
- 13. I will follow all guidelines set forth by the District and/or my teachers when publishing schoolwork online such as a website, blog, wiki, discussion board, podcasting or video server.
- 14. I understand the Internet is a source for information that is both true and false and that the school is not responsible for inaccurate information obtained from the Internet.
- 15. I understand that district and/or campus administrators will deem what conduct is inappropriate use if such conduct is not specified in this agreement.
- 16. I agree to abide by all Internet safety guidelines that are provided by the school and to complete all assignments related to Internet safety.
- 17. I understand that any reported assumed violation of the Student Acceptable Use Policy will be judged by the appropriate district administrator. I also understand that any or all of my privileges may be revoked at any time until the appropriate administrator reviews the concern or violation and makes a ruling.
- 18. I understand that any dispute involving the Acceptable Use Policy will be settled at the discretion of the school or district administrator that is responsible for student discipline.