

Groton Public Schools
Summary Statement of
Appropriate Technology Use
By Students

ATTENTION STUDENTS AND PARENTS

You are required to read and familiarize yourself with the Groton Public Schools Appropriate Use of Technology Policy [P6141.321] and its accompanying regulations. For your convenience, these are available on the Groton Public Schools website, and in each school media center. Copies are available upon request. This is a summary statement containing the highlights of appropriate use of technology by students in the Groton Public Schools. This summary is not a substitute for a full review of the applicable policies and regulations. Please sign below to acknowledge your receipt and review of this statement and the Appropriate Use Policy and its regulations and your agreement to abide by all district policies, regulations, and guidelines governing the appropriate use of technology in the Groton Public Schools.

No student will be permitted to use district technology or use personal technology in school where such use is permitted without first signing below.

Educational Purpose

- Access to the Network/Internet has been established for educational purposes and research consistent with the District's educational mission and goals. District technology may be used at school for educational purposes solely and only in explicitly designated areas and at designated times. Students' technology usage must be in accordance with school rules, and District policy and regulations.
- The use of district and/or personal technology at school is a privilege, not a right. Inappropriate use may result in the cancellation of those privileges and/or discipline.

Responsibilities

- The user is responsible for all of his/her actions and activities involving technology, including personal portable technology. Examples of user responsibilities include but are not limited to the following:
 - Keeping all school accounts and passwords confidential.
 - Logging on school technology with own user identification and password.
 - Logging off when leaving the computer.
 - Using the computers or other technology with teacher permission and supervision.
 - Taking precautions to prevent viruses.
 - Using permissible personal technology only for educational purposes and in designated areas and at designated times

Unacceptable Use

- Examples of prohibited conduct include but are not limited to the following:
 - Using the instructional network or Internet access for commercial business, political or religious advocacy purposes, solicitation or illegal activities of any kind.
 - Access or dissemination of obscene or pornographic material.
 - Sending material critical of or which may be offensive or objectionable to others, or using the network or Internet to threaten or harass others.
 - Engaging in cyber bullying
 - Harassing network users, infiltrating computing systems and/or damaging software components.
 - Making any unauthorized entry to or alteration of any document, either paper or electronic, not created by user.
 - Sharing one's account with anyone or leaving account open or unattended.
 - Disclosing personal information about oneself or another student.
 - Subscribing to online services without approval of district staff.
 - Deliberately misusing the network and its peripherals.

- Installing of software.
- Intentionally bypassing the network filters.
- Tampering with the hardware or software or system configuration
- Accessing executables from external sources.

Any user violating rules related to the use of district or personal technology or applicable state and federal laws and/or classroom and District rules, is subject to loss of technology privileges and other District disciplinary options provided by state statute, Board Policy, or student codes of conduct, including, but not limited to, suspension and/or expulsion.

Digital Citizenship

As it supports students to develop the citizenship skills necessary to function in society, Groton Public Schools understands its responsibility to help students develop digital citizenship skills, as the Internet and electronic communication has become ubiquitous in the 21st century. Digital citizenship skills enable students to use information and technology in safe, legal, and responsible ways. Administrators, teachers, and staff are expected to model good digital citizenship skills for students in the same manner they model all expected behaviors. Students will receive instruction on the concepts and skills involved in digital citizenship.

A responsible digital citizen is one who:

Respects One's Self:

- Users show respect for themselves by understanding online behavior is a reflection and representation of oneself. They select online names that are appropriate, consider the information and images posted online as public expressions of themselves, and do not post personal information.

Respects Others:

- Users show respect for others online. They refrain from using technology to bully, tease, insult, inflame, harass or discriminate and in general, disrespect others. They do not visit sites that are degrading, pornographic, racist or otherwise inappropriate in the school setting. They do not violate others' access to material or others' files, online spaces, or material and never borrow, use or misappropriate another's identity, online password/or another's work product.

Protects One's Self:

- Users protect themselves by not posting any information including images that may put them at risk. They do not post personal details or contact information or otherwise share private information. They report any attacks or inappropriate behavior directed at them or other abuse. They protect passwords, accounts and resources.

Protects Others:

- Users protect others online by not putting others at risk and taking care to not offend others. They report abuse and do not create, forward or disseminate in any manner inappropriate materials, images or communications. Users do not visit degrading, pornographic, racist or other inappropriate sites.

Respects Intellectual Property:

- Users understand online resources are the creation of others. They request permission to use resources as necessary, suitably cite any and all use of websites, books, media, etc. and abide by fair use rules.

Protects Intellectual Property:

- Users adhere to copyright laws and agreements. They seek permission to use the software and media others produce. They act with integrity when dealing with licensed music, software and other media.

Groton Public Schools, Groton, Connecticut
Appropriate Use Agreement

By signing below, I hereby acknowledge receipt of the Groton Public Schools Summary Statement for Student Technology Use and Access, and Appropriate Use Policy and its regulations. As a user of the Groton Public Schools computer network and technology, I hereby agree to comply with the rules governing student use of technology in the Groton Public Schools specifically as set out in the summary Statement, and in Appropriate Use Policy and its regulations. I agree to use technology including the Internet in a responsible fashion honoring all relevant laws and restrictions and abide by the tenets of Digital Citizenship outlined above.

Student Name _____

Student Signature _____ Date _____

School _____ Grade _____

As the parent or legal guardian of the minor student signing above, I have read and reviewed with my child the Summary Statement, and the Groton Public Schools Appropriate Use of Computers and Technology Policy and its regulations and understand the terms for appropriate use of technology by my child in the Groton Public Schools.

I understand that I may be held responsible for violations by my child and that any conduct that is in conflict with these responsibilities is unacceptable and such behavior may result in the termination of access and possible disciplinary action as indicated by state Statute, board policy and the school codes of conduct.

I am aware that some material on the Internet may be objectionable and that reasonable effort on the part of the school has been made to filter such material. I accept responsibility for guidance of my child's use of technology including Internet use— setting and conveying standards for my son or daughter to follow when selecting, sharing or exploring information and media, and release the Groton Public Schools and its members, employees and agents from any claims in connection with use of the District computers, networks/Internet or other district technology as well as the use by my son/daughter of his/her personal portable electronic devices/networks brought to and used while at school, school functions or activities.

Parent Signature _____ Date _____

Student's Name _____