

# Acceptable Use Policy (AUP) ☞ Students

## Grades 5 -12

We are pleased to offer students of Cincinnati Central School (CCS), access to the district computer LAN network and wireless devices such as Chromebooks and iPads, along with wireless access to personal devices. To gain access, including email, the Internet, messaging, phones, and other devices, all students under the age of 18 must obtain parental permission and sign and return this form to the Network Administrator or computer teacher. Students 18 and over may sign their own forms.



The aim of the Internet **Acceptable Use Policy** is to ensure that students will benefit from learning opportunities offered by the school's Internet resources in a safe and effective manner. The District is also in compliance with the **Children's Internet Protection Act** signed into Federal law by certifying that the district uses a filtering program to protect students against access to visual depictions that are obscene or other content harmful to minors on school computers. If a user does not adhere to the AUP, the privilege will be withdrawn and appropriate discipline, as outlined in the Student-Parent Handbook, will be imposed.

- **Privilege:** The use of the district network is a privilege, not a right. Failure to comply with the CCS guidelines of technology use in this document, the Student Handbook, or the district's Board Policy will result in a cancellation of that privilege by the school's Network Administrator, Principals, or Superintendent at any time without warning. This includes (but is not limited to) the following:
- **General Safe School Strategies:** CCS utilizes various strategies to ensure reduced risks associated with the Internet, while maximizing student learning opportunities.
  - Internet sessions will be supervised by a teacher.
  - Filtering software will be used in order to minimize the risk of exposure to inappropriate material.
  - The school will regularly monitor student internet usage/searches.
  - Students and teachers will be provided with Internet safety training.
  - Uploading/downloading of non-approved software will not be permitted.
  - Virus protection software will be used and updated on a regular basis.
  - Students will treat others with respect at all times and will not undertake any actions that may bring the school into disrepute.
  - Students will not give out their logon name and password credentials.
  - Students will not log on under another user's login name and password credentials.
  - Students will not pretend to be someone else online.
- **Student Internet Use:** Students will abide by the following:
  - Students will not intentionally search for or visit internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
  - Students will report accidental accessing of inappropriate materials to their teacher or the network administrator.
  - Students will use the Internet for educational purposes only.
  - Students will not copy information into assignments and fail to acknowledge the source which would be plagiarism and copyright infringement.
  - Students will not disclose or publicize personal information, except when parent/caretaker permission is given, for example an online college application.
  - Downloading by students of materials or images not relevant to their studies is in direct breach of the school's AUP.
  - Students will be aware that any usage, including distributing or receiving information, school-related or personal, may be monitored for unusual activity, security and/or network management reasons.
  - Students who choose to access or download commercial services will be liable for any costs that may be incurred.
  - While on a school device, or the school network, students will not visit or use blogs, live chats, Direct Messages, or social networks such as Snapchat, Facebook, Instagram, TikTok, Twitter or other social networks, without teacher permission.
  - Students will not attempt to access another's files or personal information.

**Email:** Students will abide by the following:

- Students will use approved school email accounts only, this is their assigned Gmail account username@cc.cnyric.org.
- Students will not send or receive any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person.
- Students will not reveal their own personal details such as addresses or telephone numbers or pictures.
- Students will never arrange a face-to-face meeting with someone they only know through email or the Internet.
- Students sending/receiving email attachments are subject to permission form their teacher.

**Communications:** Students will abide by the following:

- Cell phone use followed as outlined in the Student-Parent Handbook.
- Online chat rooms and instant messaging services are prohibited.
- Use of social networking sites as allowed with staff permission.

**Inappropriate Activities:** Users will abide by the following:

- Users shall not visit internet sites, create, post, download, upload, data transfer, communicate or pass on, material, remarks, proposals or comments that contain or relate to:
  - Promotion or conduct of illegal acts, i.e. under the child protection, obscenity, computer misuse and fraud legislation.
  - Racist material, gender bashing, pornography, promotion of any kind of discrimination, promotion of racial or religious hatred, threatening behavior, including promotion of physical violence or mental harm.
  - Any other information which may be offensive to colleagues or breaches the integrity of the ethics of the school or brings the school in disrepute.
- Users will abstain from creating or propagating computer viruses or harmful files, online gaming, or online gambling.



**Student Acknowledgment of Responsibilities:**

By signing this document, I understand and will abide by the above terms and conditions for access to the CCS district's LAN and wireless network and any further amendments to the district's AUP, Student Handbook, or related Board of Education policies. I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my Internet account may be closed and school disciplinary action may be taken and/or appropriate legal action.

Student's Name (please print): \_\_\_\_\_ Student's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Student's Grade \_\_\_\_\_ Student's Year of Graduation \_\_\_\_\_

**Parent or Caretaker Acknowledgment of Responsibilities:**

As a parent or caretaker of \_\_\_\_\_, I have read the terms and conditions for network and Internet access. I understand that this access is designed for educational purposes and the Cincinnatus Central School District has taken available precautions to eliminate controversial materials. However, I also recognize it is impossible for the Cincinnatus Central School District to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Caretaker's Name (please print): \_\_\_\_\_ Parent or Caretaker's Signature: \_\_\_\_\_ Date \_\_\_\_\_