

# Naples CSD Student Responsible Use Agreement & Device Contract

(Acceptable Use Policy)

I, \_\_\_\_\_, \_\_\_\_\_, agree to the following:  
*Student's name, printed* *grade level*

<b>Parent Initials</b>	<b>Student Initials</b>	<b>Please take this opportunity to discuss the guidelines below as many of them can be applied at home as well.</b>
		<p><b>I agree to use any technology at school in a manner that is appropriate for the educational setting. Examples of inappropriate use include, but are not limited to:</b></p> <ul style="list-style-type: none"> <li>● downloading or using games/apps that are obscene, lewd, or violent.</li> <li>● any use (in or out of school) that disrupts educational settings by compromising other students' physical, emotional, or mental safety.</li> <li>● accessing or downloading apps/extensions/software/websites that are malicious, potentially harmful to our network and systems, or have not been approved by the IT department.</li> <li>● sharing user account and password information.</li> <li>● making no attempts to bypass the Internet filter, <i>including GoGuardian</i>.</li> </ul>
		<p><b>I agree to use social media respectfully by</b></p> <ul style="list-style-type: none"> <li>● abiding by the Dignity for All Students Act.</li> <li>● avoiding any use (in or out of school) that disrupts the educational setting by compromising other students' physical, emotional, or mental safety.</li> <li>● using electronic devices for appropriate material only.</li> <li>● avoiding all cyberbullying (in or out of school).</li> </ul>
		<p><b>I agree to respect and protect the privacy of others by</b></p> <ul style="list-style-type: none"> <li>● using only accounts assigned to me.</li> <li>● getting explicit consent from any individual I intend to photograph or record PRIOR to taking any photo/video/audio.</li> </ul>
		<p><b>I agree to respect and protect copyright laws and intellectual property of others by</b></p> <ul style="list-style-type: none"> <li>● respecting copyright and fair use laws (no illegal copies of music, games, movies).</li> <li>● citing sources appropriately (not plagiarizing).</li> </ul>
		<p><b>I agree to respect and practice the principles of community by</b></p> <ul style="list-style-type: none"> <li>● communicating only in ways that are kind and respectful.</li> <li>● using school or personal electronic devices in classrooms only with teacher permission.</li> <li>● reporting threatening or discomfoting materials to staff immediately.</li> <li>● refraining from accessing, transmitting, copying, or creating material that violates the school's code of conduct (such as messages that are obscene, pornographic, threatening, rude, discriminatory, or meant to harass).</li> </ul>

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## **Supervision and monitoring:**

School personnel monitor the use of devices and the Internet to ensure student safety. We reserve the right to examine, use, and disclose any data found on the District's information networks or devices in order to further the health, safety, discipline, or security of any student or other person, or to protect property. We may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement.

## **Opportunities for Instructional Use**

Naples CSD makes every effort to select technology products that protect the confidentiality of students' personally identifiable information and avoid 3rd party promotional marketing material. In order for students to use some selected tools, it may be necessary for the District to provide basic information such as name or school email. Service providers communicate information about their collection, protection, use and disclosure of data through their own privacy policies. Please find a list of online educational providers and their contact information, at the following web address: <http://bit.ly/NCSProviders> This is a live document that will be updated periodically.

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## **District Owned iPads and Chromebooks**

### **Distribution/Collection**

Devices will be distributed at the beginning of the school year and must be returned at the end of the school year. They may be collected during the year for maintenance and updates. If a student leaves NCS during the academic school year for any reason at all, the district-owned device must be returned to the school before departure.

### **District Owned Devices**

iPads and Chromebooks are district owned devices and the contents on the iPad or Chromebook can be viewed at any time. The student should have NO expectation of privacy of materials found on a school supplied device or school supported email service.

### **Internet Connectivity**

While at school, students will be accessing the Internet through the NCS network, which follows the required Children's Internet Protection Act (CIPA) regulations. When the device is out of school, it will access any available WiFi and follow the Internet controls associated with that network. We recommend that you talk to your children about the standards they should follow on the Internet just as you would on the use of all media information sources. We also recommend that student use of the Internet is monitored by an adult.

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*Student's name , printed*

<b>Parent Initials</b>	<b>Student Initials</b>	<b>Please take this opportunity to discuss the guidelines below as many of them can be applied at home as well.</b>
		<b>I have read and will abide by the “Naples Central School District Responsible Use Policies (Students)”</b> - refer to the “Technology” page on Naples CSD website, within the “Departments” section found on the top of the Naples CSD website home page
		I will NOT use any personal accounts on my school-owned device.
		I will not put on a passcode that blocks access on my device.
		I will follow classroom rules and expectations regarding appropriate use of the device and installed apps.
		I will bring my district-owned device to school each day, fully charged.
		I understand that the device can be inspected at any time without prior notice.
		I will not let anyone else borrow my device.
		I agree that I am (or my parents are) responsible for damage to my assigned device due to intentional harm or gross negligence
		I will not modify, in any way, the device settings of my district-owned Chromebook, or the district-owned Chromebook of another student.

## **Consequences for violations may include:**

- parent notification
- disciplinary action and potential loss/damage charges
- loss of a student's privileges to use the District's technology

I, \_\_\_\_\_, understand this Responsible Use Agreement.

*Student's signature*

I, \_\_\_\_\_ have reviewed these guidelines with my student and I give consent for my student to use the above-mentioned online educational services.

\_\_\_\_\_  
*Parent/Guardian's signature*

\_\_\_\_\_  
*Date*