

# EDUCATIONAL TECHNOLOGY ACCEPTABLE USE AGREEMENT

## Oxbow High School Policy on School-Provided Access to Electronic Information, Services, and Networks

In making decisions regarding student access to the Internet, Oxbow considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the Internet enables students to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. Oxbow expects that faculty will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its use. As much as possible, access from school to Internet resources should be structured in ways which point students to those which have been evaluated prior to use. While students will be able to move beyond those resources to others that have not been previewed by staff, they shall be provided with guidelines and lists of resources particularly suited to learning objectives.

Outside of school, families bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media.

The purpose of Oxbow-provided Internet access is to facilitate communications in support of research and education. To remain eligible as users, staff's and students' use must be in support of and consistent with the educational objectives of Oxbow. Access is a privilege, not a right. Access entails responsibility.

Students utilizing Oxbow-provided Internet access must first have the permission of and must be supervised by Oxbow's professional staff. Students and staff utilizing school-provided Internet access are responsible for good behavior on-line just as they are in a classroom or other area of the school. The same general rules for behavior and communications apply.

Users should not expect that files stored on school-based computers or school-provided "Cloud" services will always be private. Electronic messages and files stored on school-based computers may be treated like school lockers. Administrators and technology support staff may review files and messages to maintain system integrity and insure that users are acting responsibly.

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### **The following uses of school-provided Internet access or school-provided online resources are not permitted:**

- a.** to access, upload, download, or distribute pornographic, obscene, or sexually explicit material;
- b.** to transmit obscene, abusive, sexually explicit, threatening, bullying or harassing language (*any such transmission directed at any student or staff is considered in violation of policy regardless of its point of origin*);
- c.** to violate any local, state, or federal statute;
- d.** to vandalize, damage, or disable the property of another individual or organization;
- e.** to access another individual's materials, information, or files without with or without permission,

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or allow use of one's account by another;

**f.** to violate copyright or otherwise use the intellectual property of another individual or organization without permission and,

**g.** to access or attempt to access sites, services or data blocked per school policy except on such machines or in such designated areas where such access is authorized.

Any violation of Oxbow policy and rules may result in loss of Oxbow-provided access to the Internet and computer privileges, for a period of no less than a school week. **It should be noted that any student under suspension will still be responsible for work and assignments requiring such access.** Additional disciplinary action may be determined at the building level in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved.

Oxbow makes no warranties of any kind, neither expressed nor implied, for the Internet access it is providing. Oxbow will not be responsible for any damages users suffer, including – but not limited to – loss of data resulting from delays or interruptions in service. Oxbow will not be responsible for the accuracy, nature, or quality of information stored on District diskettes, hard drives, or servers; nor for the accuracy, nature, or quality of information gathered through Oxbow-provided Internet access. Oxbow will not be responsible for personal property used to access Oxbow computers or networks or for Oxbow-provided Internet access. Oxbow will not be responsible for unauthorized financial obligations resulting from Oxbow-provided access to the Internet.

## **Staff and students of Oxbow who are issued electronic devices for off-site use shall be provided with the following information:**

Oxbow devices used at home are subject to the same responsibilities, restrictions, and disclaimers as are described for onsite use. Any device may be recalled to Oxbow at any time for maintenance or any other purpose. It is the responsibility of the user to provide for backing-up of work product and any personal data contained on the device, including applications, personal information, etc.

## **Parents of students in Oxbow shall be provided with the following information:**

- Oxbow is pleased to offer its students access to the Internet. The Internet is an electronic highway connecting hundreds of thousands of computers and millions of individual users all over the world. This computer technology will help propel our schools through the communication age by allowing students and staff to access and use resources from distant computers, communicate and collaborate with other individuals and groups around the world, and significantly expand their available information base. The Internet is a tool for life-long learning.
- It is Oxbow's goal to provide for students who bring their personally-owned computers or other Internet-capable devices to school with them the same Internet access available to Oxbow-owned devices, at such time that such access can be offered without negatively affecting the performance

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of Oxbow-owned devices. Such access is subject to the same rules and restrictions as access through Oxbow-owned devices.

- Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. In addition, it is possible to purchase certain goods and services via the Internet which could result in unwanted financial obligations for which a student's parent or guardian would be liable.
- While Oxbow's intent is to make Internet access available in order to further educational goals and objectives, students may find ways to access other materials as well. Even should Oxbow institute technical methods or systems to regulate students' Internet access, those methods could not guarantee compliance with Oxbow's acceptable use policy. That notwithstanding, Oxbow believes that the benefits to students of access to the Internet exceed any disadvantages. Ultimately, however, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Toward that end, Oxbow makes Oxbow's complete Internet policy and procedures available on request for review by all parents, guardians, and other members of the community; and provides parents and guardians the option of requesting for their minor children alternative activities not requiring Internet use.

*NOTICE: This agreement and all its provisions are subordinate to local, state, and federal statutes.*

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**Union High School District No. 30**  
**Oxbow High School**

**STUDENT:**

I have read, and agree to abide by, the terms and conditions of the Educational Technology Acceptable Use Agreement. I understand that any violation of the terms and conditions are unethical and may constitute a criminal offense. Should I commit any violation, my privileges may be revoked, school disciplinary action and/or appropriate legal action may be taken.

**USER'S NAME (PRINT):** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PARENT/GUARDIAN:**

As the parent/guardian of the above named student, I have read the Educational Technology Acceptable Use Agreement and understand that access is designed for educational purposes. I will not hold the school district responsible for material acquired while using educational technology. I hereby give permission to allow access for my child to all educational technology.

**PARENT/GUARDIAN'S NAME (PRINT):**  
\_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Name of TA Staff: \_\_\_\_\_