Student Acceptable Use Policy 2016-2017

Technology at Petersham Center School is an essential part of preparing students to work and live in the 21st Century. Technology fosters critical thinking and problem solving skills, allows for creative expression, and enhances the experiences of communication and collaboration. The proper use of the Petersham Center School's technology rests on the school's values and requires students to accept the same ethical responsibilities found in all the other areas of school life. The general rules and principles of the school are a sound basis for good decision making with regard to technology. It is the student's responsibility to treat the technology and their fellow users with the proper care and respect. We expect students to be respectful, thoughtful, and careful in their use of language in their online communications and in their behavior while online.

We have tried to address the most common issues relating to technology use at Petersham Center School. During the school year, other questions may arise and if that happens, we will try to answer those questions and update this policy. The most current version of this policy will be on your homepage on Petersham Center School's internal community website.

Student Safety

In compliance with state and federal regulations, the PCS utilizes CIPA (Children's Internet Protection Act) compliant filtering. The school also uses third party solutions to monitor content for threats, violence, illegal activity, etc. Notifications come to PCS tech support and administration regarding suspicious activity and, when concerns are identified, disciplinary action and/or parent contact may occur. Students should be aware that there should be no expectation of privacy when using PCS network or equipment.

School Responsibilities

a) Provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the school curriculum.

b) Use networked resources in support of educational goals.

c) Treat student infractions of the Computer and Internet Use Policy according to the school discipline policy.

d) Provide alternate activities for students who do not have permission to use the Internet.

Student Rules for Technology Use

1. I will use the computers only to do school work, as explained to me by my teacher and not for any other reason. I will not use a school computer for personal or illegal purposes.

2. I will use the Internet only in ways the teacher has approved.

3. I will not give my password to anyone else, and I will not ask for or use anyone else's password.

4. I will not put on the computer my address or telephone number, or any other personal information about myself or anyone else.

5. I will not upload, link, or embed an image of myself or others to non-secured, public sites.

6. I will not use games or other electronic resources that have objectionable content or that engage me in an inappropriate simulated activity.

7. I will be polite and considerate when I use the computer. I will not use it to annoy, be mean to, frighten, tease, or poke fun at anyone. I will not use swear words or other rude language.

8. I will not use the computer to bully or threaten anyone, including teachers, schoolmates or other children.

9. I will not try to see, send, or upload anything that says and or shows bad or mean things about anyone's race, religion or sex.

10. I will not damage the computer or anyone else's work.

11. I will not break copyright rules or take credit for anyone else's work.

12. If I see an inappropriate image or language on any devices while at school, I will tell an adult immediately.

13. I will not block or interfere with school or school system communications.

14. My computer use is not private; my teacher or other staff member may look at my work to be sure that I am following these rules, and if I am not, there will be consequences which may include not being able to use the computer.

15. I know that the conduct that is forbidden in school is also forbidden when I use computers outside of school if it interferes with other students' education, and if I break the rules there will be consequences in school.

Responsibilities Regarding Chromebooks

Beginning in the 2016-2017 school year, Petersham Center School will issue one Chromebook to each student in Grades K-6 for him or her to use throughout the school year. Each Chromebook will be stored in a student's classroom and will NOT be taken home.

Our 1-to-1 Chromebook Program is a natural extension of our philosophy of innovation with technology and our emphasis on authentic learning experiences. This Program will allow technology to be more organically integrated into the school day. Additionally, it will allow for greater differentiation of classroom material, allowing teachers to meet a diverse array of student needs and interests.

This Program means that each student will be responsible for the care of his or her Chromebook for the entire year.

Technical Difficulties

If technical difficulties occur, the technical support staff will use the "5-minute" rule. If the problem cannot be fixed in 5 minutes, the Chromebook will be restored to factory defaults. In a One-to-One environment, it is impossible to maintain a working environment for all if too much time is spent fixing every glitch that may arise. Restoring the Chrome OS will restore the device to the state in which the user originally received it. All student-created files stored in Google Drive will be intact after the operating system is restored. All files saved on the Chromebook that have been synced to Google Drive will be intact. However, all other data (photos, documents) stored on internal memory (the Downloads folder) that has NOT been synced will not be restored.

- I will take good care of my Chromebook and know that I will be issued the same Chromebook for the entire year.
- I will never leave my Chromebook unattended in an unsecured or unsupervised location.
- I will never loan out my Chromebook to other individuals.
- I will know where my Chromebook is at all times.
- I will put my Chromebook away in its assigned place and charge it when I am finished using it.
- I will keep food and beverages away from my Chromebook, since they may cause damage to the device.
- I will not disassemble (take apart) any part of my Chromebook or attempt any repairs.
- I will protect my Chromebook by always carrying it in a secure manner (like a lunch tray) to avoid damage.
- I will use my Chromebook in ways that are appropriate for education.
- I will not place decorations (stickers, markers, writing, etc.) on the Chromebook.
- I understand that the Chromebook I am issued is subject to inspection at any time without notice and remains the property of Petersham Center School.
- I will follow the policies outlined in the Chromebook Policy Handbook and the PCS Acceptable Use Policy while at school as well as outside the school day.
- I will be financially responsible for all damage or loss caused by neglect or abuse.

Please sign and return:

STUDENT: I understand and will follow the above rules and conditions of The Acceptable Use Policy. I understand that any violation of The Acceptable Use Policy may result in a loss of access to the network, my privileges may be revoked and disciplinary and/or appropriate legal action may be taken.

STUDENT NAME: _____

DATE: _____

PARENT OR GUARDIAN: As the parent or guardian of this student, I have read the Acceptable Use Policy and discussed it with my child. I understand Petersham Center School (PCS) computer network is intended for educational purposes only. I know that I also recognize that it is impossible for PCS to restrict access to all controversial materials, and I will not hold them responsible for unauthorized materials acquired by users on the network.

PARENT OR GUARDIAN SIGNATURE: _____

DATE:_____