

POCANTICO HILLS CENTRAL SCHOOL DISTRICT
599 BEDFORD ROAD, SLEEPY HOLLOW, NY 10591

2018-2019 RESPONSIBLE USE OF TECHNOLOGY AGREEMENT

Pocantico Hills School Guiding Principle #2:

“Technology should be a tool that supports the growth of reasoning skills and critical thinking.”

The District's device and computer network is intended for educational purposes, consistent with the District's mission and goals. It is important to be responsible, ethical, and thoughtful when using technology to engage in collaborative learning. Therefore, students are expected to follow the rules outlined in this agreement. All users of the School District's technology resources must understand this is a privilege, not a right, and that use entails responsibility. This agreement applies to all District owned learning devices, which includes but is not limited to: desktops, laptops, tablets, wireless access and any other personal devices using school internet Wi-Fi access or on District property as well as at any school sponsored activities. This policy also applies to the use of any mobile devices by students during field trips, excursions, and extra-curricular activities.

The School District will provide a safe, filtered network according to the Children's Internet Protection Act (CIPA) and the School District's Internet Safety Policy and will attempt to ensure all students will access the Internet only through this network. If a student reads or sees something that is not appropriate, he/she must inform an adult.

The District prohibits the disclosure of usernames, passwords, account information, or any other unique identifiers to a third party. Students are expected to only use their personal username assigned by the school when using District technology and learning devices. Passwords should not be shared with anyone other than parents/guardians and teachers, and may be periodically updated.

The District reserves the right to access all its property, equipment, files and network data to monitor lawful and appropriate usage of its technology. Consequently, no user of the School District's technology should have any expectation of privacy with respect to any files or data saved on or accessed through the School District technology resources.

The decision to bring a personal mobile device to school or events, as well as the responsibility for the device, rests with the individual student and his/her parents/guardians. These devices must be off and in backpacks or lockers while on school property. Where there is reasonable suspicion that a student has used a personal device to engage in prohibited conduct, that personal device may also be confiscated and lawfully searched by an administrator.

Examples of Prohibited and Irresponsible Use may include, but are not limited to:

- Sharing personal information, including your name, address, or pictures over the Internet.
- Trying to gain unauthorized access to District resources and others' personal information.
- Damaging (including accessing internal components, removing, replacing, or attempting to remove or replace parts), sabotaging, or denying access to your or another person's device or files.
- Attempting to bypass the internet filter, spread viruses, or interfere with system operations.
- Accessing or attempting to access the wifi or District network with any credentials other than your own.
- Uploading, downloading, installing, streaming, modifying settings, or recording without permission from a staff member.
- Using any language, even in abbreviated form, or taking any action that violates the District Code of Conduct, including hurting, threatening, humiliating, bullying, isolating, or harassing.
- Playing games, using e-mail, social media and apps, misusing programs, and using devices in other personal or non-instructional ways without permission from a staff member.
- Photographing or recording any individual, or sharing any photograph or recording, where there is an expectation of privacy or without the individual's knowledge and permission.
- Possessing, viewing, or sharing inappropriate pictures or files.
- Carrying or using a personal device without permission.
- Carrying or otherwise treating a District device in a way that is careless or shows a lack of respect for District property.
- Interfering with or disrupting any aspect of the educational environment.

Limitations of Liability

- The District makes no guarantee that the functions or the services provided by or through the school system will be error-free or without defect.
- The District is not responsible for loss of data or interruptions of service.
- The person using the account and learning device is responsible for its proper use and returning it in good order.

Violations and Consequences

In accordance with the District's Code of Conduct, violation(s) of this Policy may result in consequences, including but not limited to:

- Suspension of technology privileges.
- Disciplinary consequences in accordance with the District Code of Conduct.
- Monetary reimbursement as appropriate.
- Involvement of law enforcement agencies as appropriate.

Repeated violations will result in more serious penalties than a one-time infraction.

2018-2019 RESPONSIBLE USE DECLARATION

- I have read, understand, and will abide by the Pocantico Hills Central School District's Responsible Use Policy.
- I promise to use the District's devices and computer network only for educational purposes and for research consistent with District's mission and goals.

Student Name (print): _____

Grade: _____

Teacher: _____

Student Signature: _____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____

Date Signed: ____ / ____ / ____

Please sign and return this page to your child's teacher by Friday, September 7, 2018.

Please keep the first pages of this agreement for your records.