

REDMOND SCHOOL DISTRICT

Computer, Network, and Internet Use Policy

Overview

Redmond School District provides its students and staff access to a multitude of technology resources. These resources provide opportunities to enhance learning and improve communication within our community and with the global community beyond our campuses. Some of these tools include Google Apps for Education (for more information on Google Apps, please visit bit.ly/RSDgafe), learning management systems, and other online resources. With the privilege of access comes the responsibility of students, teachers, staff and the public to exercise personal responsibility in their use of these resources. School district policies are intended to promote the most effective, safe, productive, and instructionally sound uses of networked information & communication tools. Redmond School District also makes a good faith effort to protect its students from exposure to Internet materials that are harmful or explicit. The school district maintains a system of Internet content filtering on district provided devices at school and at home.

Digital Citizenship

Redmond School District staff and students use technology in meaningful, safe, and responsible ways while at school and at home. Digital citizenship means:

- Respect for one's self: Users will nurture an appropriate and respectful online presence, and will purposefully consider information and images before and after posting online.
- Respect for others: Users will refrain from using technologies to bully, tease, or harass other people.
- Respect for Intellectual Property: Users will suitably cite any and all use of websites, books, media, etc. while adhering to Fair Use practices.
- Protect one's self and others: Users will protect themselves and others by immediately reporting abuse and by not forwarding inappropriate materials or communications.
- Protect one's personal data: Users will not share personal logins and passwords and are urged to update passwords regularly. Users should not share personal information (name, address, phone number, etc) in online forums or other electronic communications.

Expectations

Responsible use of Redmond School District's technology resources is to be ethical, respectful, academically honest, and supportive of the district's mission. Each user has the responsibility to respect every other person in our community and on the Internet. Digital storage and electronic devices used for school purposes will be treated as extensions of the physical school space. Administrators, or their designees, may review files and communications (including electronic mail) to ensure that users are using the system in accordance with school district policy. Users should not expect that files stored on district servers, within Google Drive, or on hard disks will be private. Users also should understand that school servers regularly record Internet activity in log files that are available to the public under RSA 91-A: Access to Public Records and Meetings.

Some activities are expressly prohibited by law. Users are expected to abide by the generally accepted rules of network etiquette while at school and at home. The following guidelines are intended to clarify expectations for conduct, but they should not be construed as all-inclusive:

- Use of electronic devices should be consistent with Redmond School District's educational objectives, mission and curriculum.
- Transmission of any material in violation of local, federal and state laws is prohibited. This includes, but is not limited to: copyrighted material, licensed material, and threatening or obscene material.
- Intentional or unintentional use of networked resources to access or process proxy sites, pornographic material, explicit text or files, or files dangerous to the integrity of the network is strictly prohibited.
- Software and/or services may not be installed or downloaded on school devices without prior approval of the school's administration.
- Use of computer resources for commercial activities, product advertisement, or religious or political lobbying is prohibited.
- Users may be held personally and financially responsible for malicious or intentional damage done to network software, data, user accounts, hardware and/or unauthorized costs incurred.
- Files stored on district-managed networks, Google Apps for Education accounts, or on district assigned devices may be inspected at any time and should not be considered private.
- Materials published for electronic publication must be for educational purposes. School administrators, teachers and staff may monitor these materials to ensure compliance with content standards.

Policy Violations

Redmond School District reserves the right to deny or limit access to technology and/or Internet to anyone. Violating any portion of this policy may result in disciplinary action, including temporary or permanent ban on computer or Internet use, suspension or dismissal from school, and/or legal action. The School Department may cooperate with law enforcement officers in investigations related to illegal activities conducted through its network.

REDMOND SCHOOL DISTRICT

Responsible Use Agreement

Dear Student & Parents/Guardians,

As part of Redmond School District's continuing effort to provide all students, families, and employees with high quality, up-to-date educational resources, we strive to increase access to technology at school and at home. Administration and staff of Redmond School District are committed to providing students with meaningful opportunities to learn and communicate with others, in a safe environment, through a wide range of technology. During school activities teachers and other staff will guide students toward appropriate materials. With the increased access to web content and resources, schools are committed to monitoring appropriate use in and out of the classroom. That said, students are expected to be responsible stewards of the hardware, Internet access, and the content they share and consume online.

Redmond School District is committed to fostering an environment where our students can develop into contributing citizens, on and offline. Schools will regularly review the Responsible Use Agreement with students during the school year. We request that you, too, take the time throughout the year review this policy and agreement with your child to reinforce the importance of an appropriate and responsible online presence.

STUDENT

I have read and will abide by the Responsible Use Policy and Agreement of Redmond School District. I understand that the devices and resources provided to me are to enrich and expand my learning. I also understand that should I commit any violation my access privileges may be revoked and school disciplinary action and/or appropriate legal actions may be taken.

Student Name (please print)

Student Signature

Date

PARENT/GUARDIAN

I have read and agree to assist my child in understanding and abiding by the Responsible Use Policy and Agreement of Redmond School District. I understand that access to district technology equipment and its entire system of electronic communication is designed for educational purposes and give permission for my child to use Google Apps for Education (bit.ly/RSDgafe) and other educational resources provided by teachers. I also recognize some materials on the Internet may be controversial and objectionable and that, while every attempt will be made to block inappropriate sites, it is impossible for Redmond School District to restrict access to all inappropriate content. I will not hold Redmond School District responsible for the accuracy or quality of any materials acquired or viewed on its system by my child. I understand that improper or inappropriate use of technology equipment and the district system by my child may result in revocation of his/her technology privileges and the imposition of school discipline and appropriate legal actions. I accept all financial and legal liabilities that may result from my child's use of the Redmond School District equipment and technology system. I release Redmond School District, its officers, employees, agents, representatives, and all organizations and individuals related to Redmond School District's technology system from any and all liability or damages that may result from my child's use of the district's equipment and electronic communication system. I specifically agree to indemnify and hold Redmond School District, its officers, employees, agents, and representatives harmless for any actions, claims, costs, damages, or losses, including, but not limited to, attorney's fees incurred by Redmond School District relating to or arising out of my child's use of such equipment and system.

Parent/Guardian Name (please print)

Parent/Guardian Signature

Date