

**Stafford Public Schools
Acceptable Use Agreement
Internet and Network
Specific Terms and Conditions for Users**

(Elementary Student and Parent/Guardian Agreement)

The Stafford School District offers students access to computers and the Internet to support the district's vision and mission. In order to provide open access to the resources, tools, and equipment the school district believes is essential to teaching and learning, it is important that users understand their responsibilities and conduct themselves as good citizens and responsible learners at all times. Listed below are guidelines that outline responsible use.

I will:

- Keep private information private. (My password and identity are mine and not to be shared.)
- Treat others with respect both online and offline.
- Report to a teacher or other adult anyone who tries to use the computer to hurt or harass me or others.
- Work hard to be a responsible digital citizen.
- Encourage others to be good digital citizens.
- Have appropriate conversations in all my interactions with others.
- Tell adults when someone makes me feel uncomfortable.
- Use computers for school-related purposes.
- Credit my sources when I use others' information, images or other material.
- Respect the work of other students and not try to copy, damage, or delete their work.
- Follow District policies, rules, and regulations.
- Ask for permission before connecting my own devices to the school's network unless it is on the district's approved list.
- Take care of the District's computer equipment.

I will not:

- Read other student's private communications without permission.
- Use improper language or pictures.
- Use communication tools to spread lies about others.
- Pretend to be someone else online.
- Give out my full name, password, address or any other personal information to someone I don't know.
- Give out the full names and addresses of others.
- Use anyone's password other than my own or the one my teacher gives me.
- Send e-mail to anyone who asks me not to send them email.

- Talk to strangers in online conversations.
- Look for, read, view, or copy inappropriate pictures or information.
- Try to get access to or make the computer or network do things not approved by my school and the District.

I understand:

- That the computers, network and printers may not work every day.
- That sometimes my computer work may be lost, and I should be careful to back up important work.
- That some things I read on the Internet may not be true.
- That I may encounter inappropriate material by accident while using the Internet, and I should report it to my teacher or an adult immediately.
- That the computers and network belong to the District and that using them is a privilege, not a right.
- That it is my responsibility to make sure that any devices I use on a school network are approved.
- That the things that I do using a school computer or network are not private and that my teachers and District staff may review my work and activities at any time.

DISCLAIMER AND LIMITATION OF LIABILITY

Use of the Internet is provided on an "as is, as available" basis. You agree that this limitation is intended to, and does release Stafford Public Schools, its board of trustees, agents, and staff members from any claims, damages, or losses that you may suffer that may arise out of the use of this system.

Internet activities at the elementary level will be "teacher monitored". This policy, however, should apply anytime children are allowed to use a computer at school or observe someone using a computer at school. The same guidelines set forth in this policy will encourage proper usage at home. All children should be made aware that some materials are not suitable, and such material should always be reported to an adult.

After reading, please complete and sign the Application for Network Access and return it to your child's school office. Please keep this portion for future reference.

STAFFORD PUBLIC SCHOOLS APPLICATION FOR NETWORK ACCESS

(This form should be completed by a parent / guardian. Please print.)

Student's Full Name: _____

Home Address: _____

Home Phone: _____

School: _____

Homeroom Teacher: _____

Grade: (Please check one)

Pre-Kindergarten Kindergarten 1st Grade 2nd Grade 3rd Grade 4th Grade 5th Grade

By signing below, I certify that all the information that I have provided on this form is correct and that I, as the Parent or Legal Guardian of the above named child, acknowledge and agree to the following:

- I have read and discussed this Acceptable Use Agreement with my child. I also understand that this agreement will be valid through October 1 of the following school year.
- I fully understand that this access is designed for educational purposes in keeping with the academic goals of the district, and that student use for any other purpose is inappropriate.
- I recognize that while every effort will be made to filter out controversial material, it is impossible for the Stafford School District to restrict access to all controversial material, and I will not hold Stafford Public Schools responsible for controversial material offered on the network.
- I understand that my child is responsible for any transactions that occur under his or her user ID or account whether it be on or off campus and that any violation of the Stafford Public Schools Policies, Regulations and Forms Governing the Use of Technology may result in my child being denied access to the district's technology resources, in addition to other disciplinary action.
- I understand that my child will use the Stafford Public Schools Network and have Internet access. I also understand the school could be publishing examples of my child's projects or publish photographs/video of my child participating in school related activities in district media or share with local media outlets. Unless otherwise notified in writing by a parent or guardian, the school will assume permission is given to publish students' names, work, videos, and photographs.

Parent or Guardian Signature: _____

Parent or Guardian Printed Name: _____

Parent or Guardian Address: _____

Parent or Guardian Phone Number: _____

Parent or Guardian Email Address: _____

Date: _____ School Year: _____