

VICI PUBLIC SCHOOLS ACCEPTABLE USE GUIDELINES

2016-2017

Parents Please keep this section.

Explanation of Guidelines

Vici Public Schools provides students access to its computer network and the Internet for educational purposes only. If a student has doubts regarding whether a resource has educational merit, he/she should ask a staff member. In order for the VPS to supervise student use of the computer network and the Internet, the Acceptable Use Guidelines must be read and the Guideline Agreement form must be signed by all students who want to have access to educational resources. Parents/guardians of students under age 18 are also required to read and sign the agreement. Students 18 or older may sign the document themselves. Signing the document indicates that the student and parent/guardian have read and understand the expectations of the Vici Public Schools.

Scope of Technology Policies

Policies, guidelines and rules refer to all computing devices including but not limited to computers, handhelds or PDAs, MP3 players, portable memory storage devices, calculators with interfacing capability, cell phones or ECDs (electronic communication devices), digital cameras, etc., as well as technology infrastructure, associated peripheral devices and/or software:

1. Owned by, leased by and/or on loan to the Vici Public School District..
2. Owned by, leased by and/or on loan to any third party engaged in providing services for the District
3. Any computing or telecommunication devices owned by, in the possession of or being used by district students and/or staff that are operated on the grounds of any district facility or connected to any equipment at any district facility by means of direct connection, telephone line or other common carrier or any type of connection including both hardwired, fiber, infrared and/or wireless.

All Acceptable Use Policies also apply to any online service provided directly or indirectly by the district for student use, including but not limited to: E-mail, Calendar and Docs (Google Apps for Education), Parent/Student Grade Book Access through M.A.S., and Study Island, RenLearn, and streaming video service.

Expectation of Privacy

At any time and without prior notice, the VPS reserves the right to monitor, inspect, copy, review, and store any and all usage of the network and the Internet, as well as any information sent or received in connection with this usage. Because files remain the property of the VPS, no one should have any expectation of privacy regarding such materials.

Consequences for Violation of Technology Policies

Use of the computer network and Internet is an integral part of research and class work, but abuse of this technology can result in loss of privileges. Students who use the computer network or the Internet inappropriately may lose their access privileges and may face additional disciplinary or legal action. The length of time for loss of privileges will be determined by building administrators and/or other staff members. If the user is guilty of multiple violations, privileges can be removed for one year or more.

Unacceptable Uses of Technology Resources

Inappropriate technology use includes but is not limited to the following:

1. Interfering with the normal functioning of computers, computer systems, or computer networks.
2. Unauthorized disclosure, use and dissemination of personal information regarding minors.
3. Damaging or theft of computers, computer systems, or computer networks.
4. Accessing, modifying, or deleting files / data that do not belong to you.
5. Giving your username or password to any other student, or using the username or password of someone else to access any part of the system.
6. Viewing, transmitting or downloading pornographic, obscene, vulgar and/or indecent materials.
7. Sending or publishing offensive or harassing messages and content.
8. Accessing dangerous information that, if acted upon, could cause damage or danger to others.
9. Violating copyright laws and/or the district policy on plagiarism.
10. Using the network / Internet to buy or sell products.
11. Recreational / non-educational use of electronic communication (e.g. e-mail, Instant Messaging, bulletin boards, etc.).
12. "Hacking" and other illegal activities in attempt to gain unauthorized access to restricted files, other computers or computer systems. Uploading any harmful form of programming, bypassing filters; installing any type of server, aliasing / spoofing, peer-to-peer networking or remote-control software. Possession of and/or distribution of any of software tools designed to facilitate any of the above actions will also be considered an offense.
13. Saving inappropriate files to any part of the system, including but not limited to:
 - a. Music files
 - b. Movies
 - c. Video games of all types, including ROMs and emulators
 - d. Offensive images or files
 - e. Programs which can be used for malicious purposes
 - f. Any files for which you do not have a legal license
 - g. Hobby or personal interest files, even if not offensive or inappropriate by other standards.
 - h. Any file which is not needed for school purposes or a class assignment.

CIPA Compliance

1. All students will complete internet safety training with their homeroom or advisory teachers that includes but is not limited to a) cyberbullying b) internet safety
2. Teachers will log the date of Internet Safety training completion for their homeroom or advisory students.
3. Teachers, students and parent will have access to additional resources about internet safety and cyberbullying on the district website. You can access this information here.

NOTE: If you need a file for a class project that you think may be considered inappropriate, then you need to have teacher and school administration permission prior to the class project. 13. Uses that contribute to the violation of any other student conduct code including but not limited to cheating, plagiarism, hazing or harassment, theft, falsification of records, possession of banned substances/items, etc.

**USER AGREEMENT TO THE TERMS AND CONDITIONS OF THE
ACCEPTABLE USE GUIDELINES AT VICI PUBLIC SCHOOLS**

I understand and will abide by the Vici Public School's Acceptable Use Guidelines. I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, and school disciplinary and/or appropriate legal action may be taken. My signature below is legally binding and indicates I have read and understand the referenced policies and regulations.

User's Full Name (Please print): _____

User's Signature: _____ Date: _____

I am a Student _____ Grade

Parent

Other (Please explain) _____

IF YOU INDICATED "OTHER" IN THE ABOVE CATEGORY, PLEASE COMPLETE THE FOLLOWING:

Home Address: _____

Home Phone _____ Cell _____ Email _____

INSTRUCTOR/ADMINISTRATOR

I have read the Vici Public School's Acceptable Use Policy and I have logged the date of Internet Safety training completion for this student on acceptable use of the network and proper network etiquette. However, since the student may use the network for individual work or in the context of another class, I cannot be held responsible for the student's use of the network.

Instructor's/Administrator's Name (please print): _____

Instructor's/Administrator's Signature _____ Date _____

PARENTAL OR GUARDIAN RELEASE

For Student Use of the Internet

As the parent or guardian of this student, I have read the Vici Public School Computer/Internet Guidelines. I understand that this access is designed for educational purposes and that the Vici Board of Education and the Oklahoma State Department of Education have taken available precautions to eliminate obscene material. However, I also recognize it is impossible for the Vici Board of Education and the Oklahoma State Department of Education to restrict access to all obscene materials and I will not hold either entity responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give my permission to grant access for my child and certify that the information contained on this form is correct.

Approve **Disapprove**

For Student Works on Vici School District's Websites

I understand that through classroom and school activities my child may have works placed on Vici School District's websites and social media accounts (Facebook, Instagram, Twitter and Snapchat) during the time my child is enrolled at Vici Public Schools. I further understand that the Vici School District will never post any address or telephone information on websites. No exceptions to these conditions will be made.

I give my permission for my child and my child's works to be placed on these websites and social media accounts. I also authorize the district, without limitation, the right to broadcast these works and expressly waive any rights or claim I may have against the Vici Board of Education and all of its employees except as outlined in this release. I further understand that by granting this permission, I relinquish all control over reproduction, exhibition, publication, and distribution of the materials placed on the District's websites.

Approve **Disapprove**

My signature below confirms my approvals and/or disapprovals regarding my child having work placed on the school district's website and having access to the internet while using the school district's computers/equipment. My signature further indicates that I have read and do understand the Vici Public School Acceptable Use Guidelines and agree to their conditions.

Signature of Parent/Guardian _____

Date Signed _____