

## **Wareham Public Schools (Grades 2-7) Student Technology Guidelines and Procedures**

### **Expectations for Student Learning as that relates to the use of Technology:**

1. Technology will be used to support inquiry and personalized learning.
2. Technology will be used for the acquisition of knowledgeable.
3. Technology will be used to foster critical and creative thinking.
4. Technology will be used to communicate confidently, collaboratively, creatively and ethically.
5. The use of technology will reflect an understanding of digital citizenship.
6. The use of technology will assist in exploring points of view and perspective of others.
7. The use of technology will assist in encouraging and researching new ideas and strategies.
8. The use of technology will be balanced with teacher-guided instruction.
9. The use of technology will assist in articulating and demonstrating reflective practices.
10. The use of technology will support the growth of 21<sup>st</sup> century skills.

### **1) Network Etiquette**

You are expected to abide by the generally accepted rules of the network etiquette. These include (but are not limited to) the following:

- Be polite.
- Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- Illegal activities are strictly forbidden. Where appropriate, communications including text and images may be disclosed to law enforcement or other third parties without prior consent of the sender or the receiver.
- Do not reveal your personal address, passwords, or phone numbers of you or other students or staff.
- Note that electronic mail (e-mail) is not guaranteed to be private. The system administrators do have access to all email. Messages relating to or in support of illegal activities may be reported to the authorities.
- All files and messages created on school equipment or messages sent or retrieved over the network or Internet, are the property of the school department and should not be considered confidential, consistent with the Electronic Communications Privacy Act.
- Copies of all information created, sent or retrieved are stored on the school backup system.

## 2) Abuse

Improper use of technology may result in suspension or termination of access privileges and may also result in other disciplinary action consistent with the disciplinary policies of the District.

- In addition, if such conduct constitutes a violation of law, criminal prosecution may result. Abuse includes, but is not limited to, the following conduct:
- Intentionally uploading, downloading, posting, e-mailing, or otherwise transmitting unlawful and/or inappropriate information on the system or any school owned device.
- Users must comply with the Massachusetts Law regarding cyber bullying. Cyber bullying is willful and repeated harm inflicted through the use of computers, cell phones, and other electronic devices.
- Intentionally uploading, downloading, posting, e-mailing, or otherwise transmitting profane, vulgar, threatening, defamatory, abusive, discriminatory, harassing or otherwise objectionable or criminal language in a public or private message on the system or any school owned device.
- Intentionally uploading, downloading, posting, e-mailing, or otherwise transmitting, or posting links to obscene or sexually explicit materials, including but not limited to, sexually explicit images, messages, cartoons, jokes, audio files, and video files.
- Intentionally uploading, downloading, posting, e-mailing, or otherwise transmitting information that would likely result in the loss of a recipient's work or system.
- Making changes to the content or configuration of a computer, laptop, or Chrome book on the network.
- Attempting to gain access to unauthorized network resources.
- Attempting to trespass into another person's files or folders.
- Intentionally revealing one's own or another person's personal address, telephone number, password, or other personally identifying information.
- Intentionally accessing web sites for the purpose of plagiarizing papers is a violation of the student code of conduct and will be subject to the existing disciplinary guidelines.
- The School District and its employees cannot be held responsible for improper

student use of the technology. The school district's employees cannot be held liable for any information that may be lost, damaged, or unavailable due to technical or other difficulties.

- Students who do not **return** a signed compliance statement will not be able to use **any** technology at school.

It is the users' responsibility to abide by the rules set forth. Violations will result in an immediate loss of access and will be referred to an administrator for disciplinary action.

Network is monitored by the Wareham Public Schools. The school retains the right to review and edit any materials on user accounts. Messages relating to or in support of illegal activities will be reported to the authorities. Any user identified as a security risk will be denied access to the Network.

The Wareham Public School personnel will do their best to provide error free, dependable access to the computing resources associated with the Network. However, the Wareham Public Schools and its employees cannot be held liable for any information that may be lost, damaged, or unavailable due to technical or other difficulties. In addition, personnel will instruct the users on acceptable use of the Network and the proper Network ethics, but Wareham Public Schools and its employees cannot be held responsible for the individual's use of the Network.

**These guidelines and procedures are available in Student Handbooks for reference.**

### **Student Technology Guidelines and Procedures**

**Please sign this document indicating that you have read and understood your required responsibilities:**

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_