

Student Use of District Information Technology (JS) – Student Rights & Code of Conduct

Student use of District information technology is a privilege, not a right, and is only authorized for education--related purposes. Student use of District information technology shall be in accordance with this policy, in accordance with governing law and in accordance with other relevant District policies and regulations. Each time a student uses a District computer or network, the student shall acknowledge the terms and conditions in this policy that govern the student's use of District information technology.

We take seriously our responsibility to ensure that class time is used effectively and that resources are handled with care for their continued use over many years.

Technology Use Rules:

1. I will only use technology resources with the teacher's permission and for the purposes the teacher has given to the class.
 - a. This means I will not be moving between assigned work tools such as Google docs, Word, or other programs to enter sites not approved by the teacher.
2. I will take care of my technology equipment in the manner I was taught in class.
 - a. I will use both hands when carrying my laptop; always by its sides and not by its screen top.
 - b. I will not remove any part of my laptop including the battery, keys, etc.
3. My school email account is to be used for class purposes only.
 - a. I will not use it to send messages unless approved by the teacher and I may not use this email account at home, unless it is for school purposes.
 - b. My profile picture will remain my initial or be a picture of me. Profile images that may be considered offensive or in violation of copyright are not allowed.
4. I will keep all liquids and food away from my computer/laptop work area.

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Consequences for Technology Misuse

First Violation: Provided that the rule violation is not also a violation of Code of Conduct, such as using school technology as a tool for cyber---bullying, a student will lose the use of their technology tool(s) **for 1 day. A ticket informing parents of the loss of privileges will be sent home for a signature.**

Second Violation: Provided that the rule violation is not also a violation of Code of Conduct, such as using school technology as a tool for cyber---bullying, a student will lose the use of their technology tool(s) **for 3 days. Parents will receive a phone call and be asked to review the technology policy with their child.**

Third Violation: Provided that the rule violation is not also a violation of Code of Conduct, such as using school technology as a tool for cyber---bullying, a student will lose the use of their technology tool(s) **for 5 days. A conference with the teacher, student, and parent will be required before permission to regain privileges is restored after the third violation.**

During loss of technology privileges, students remain responsible for completing all assigned work.

Student signature: _____ Homeroom: _____

Parent signature: _____ Date: _____