



COUPLAND ISD Acceptable Use Policy for Students

The Internet is a wonderful resource for educational resources and experiences for students. At the same time, many websites and images are inappropriate for children of younger ages to view. Our responsibility as educators requires that we incorporate online resources in our curriculum. The purpose of this document is to make students and parents aware of the school district policies toward Internet use. Parents, please read the contents of this policy to your children, and explain that by signing the form they agree to follow these rules.

Coupland ISD (CISD) provides students with computer systems and Google Apps for Education accounts. Google Apps for Education includes free, web based programs like email, document creation tools, shared calendars, and collaboration tools. This service is available through an agreement between Google and the Coupland ISD. Google Apps for Education runs on an Internet domain purchased and owned by the school and is intended for educational use. Your student's teachers will be using Google Apps for lessons, assignments, and communication.

GUIDELINES FOR USING THE INTERNET

1. Online Safety

- When I am on the Internet, I will never give out personal information about myself or anyone else (such as my name, address, telephone number, parents' work address or work phone number, passwords, social media information (Facebook, Twitter, etc.) or even the name of my school).
- If I am ever upset by something I see on the Internet, or if I ever receive an email that is mean or frightening, I will tell an adult immediately.
- I will only use the Internet at school when a teacher or another adult is present.

2. Privileges

- I understand that using digital devices (whether personal or school owned) and the CISD network is a privilege, and when I use them according to these guidelines, I will keep that privilege.
- I understand that I am responsible for the use of my account and should take reasonable precautions to prevent others from being able to use my account.

3. Acceptable Use

- I will only use websites for my school work that are appropriate for students at my age level.
- I will give credit to others for their ideas and work.
- I know that inappropriate use of our school computers will break school rules and sometimes even break the law.



4. Manners & Respect

- I will show respect for myself and others when using technology.
- I will use appropriate language at all times.
- I will use digital devices and email for educational purposes and activities.
- I will report inappropriate use of technology immediately.

5. Violations of Acceptable Use Police include, but are not limited to, the following conduct.

- Placing unlawful and/or inappropriate information on any system belonging to the Coupland ISD.
- Using profane, vulgar, threatening, defamatory, abusive, discriminatory, harassing, or otherwise objectionable or criminal language in a public or private message.
- Participating in other types of use which would cause congestion of the network or interfere with the work of others.
- Using CISD computer and information technology resources in a manner that would violate any U.S. or state law. This includes, but is not limited to, copyrighted materials, threatening material, and spreading of computer viruses, malware, or spam.
- Accessing or transmitting materials that are obscene, sexually explicit, or accessing any prohibited sites on the Internet.
- Revealing one's own personal address or telephone number or other personal information.
- Revealing ones' password to anyone else, using anyone else's password, or pretending to be someone else when sending information over the computer and information technology resources.
- Attempting to gain unauthorized access to system programs or computer equipment, including attempts to override or to encourage others to override any firewalls or filters established on the network.
- Attempting to harm, modify, or destroy data of another user.
- Sending identifiable confidential student or employee data through email.
- Using the CISD technology to buy, sell, or advertise anything not directly related to CISD work/activities.
- Accessing discussion groups or "chat rooms" or engaging in any other form of online conversation or communication whose primary purpose is not educational or CISD related.
- Using the CISD computer and information technology resources work for gambling.
- Failing to log off the computer network at the conclusion of a work session or at the request of system administrators.
- Installing software or data on computer and information technology resources without the permission of the Technology Specialist.
- Playing non-educational games.



EXPECTATION OF PRIVACY

At any time and without prior notice, Coupland ISD 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. School staff, administrators, and parents all have access to student email for monitoring purposes. Because files remain the property of Coupland ISD, no one should have any expectation of privacy regarding such materials.

I understand and agree to follow these guidelines.

Student Name (print)

Student Signature

Date

Parent Name (print)

Parent Signature

Date