

DOUGLAS COUNTY SCHOOL DISTRICT EMPOWERED DIGITAL USE GUIDELINES FOR TECHNOLOGY

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.

Douglas County School District (DCSD) 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 Douglas County School District. 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 DCSD 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 and 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.

- I will show respect for myself and others when using technology.

EXPECTATION OF PRIVACY

At any time and without prior notice, DCSD 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 DCSD, 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