

## SHOW LOW UNIFIED SCHOOL DISTRICT #10

### TECHNOLOGY INFORMATION

Dear Students and Parents,

You will find attached to this letter an “Electronic Information Services User Agreement”. This is a fancy name for a permission slip. We are asking you for permission to allow your son or daughter to use computers, and especially the Internet, for educational purposes. We encourage you to carefully review the enclosed agreement and discuss it with your child before signing and returning it.

The Internet has great potential for enhancing the level of excellence in education that we can offer your child. However, it also has potential of providing a source of inappropriate material. We want to be sure that parents and students understand their responsibilities when using computers. We also want parents to be aware of the safeguards the school district provides. Together, parents and the school district can ensure appropriate, wholesome learning.

Not only can software and Internet programs be used inappropriately, so can the hardware. We have an obligation to keep expensive equipment in good repair. We must rely on students to use the hardware in such a manner that the equipment is not destroyed or damaged.

Please call your school principal if you have questions regarding the content on the attached Technology User Agreement form.

Show Low School District Administration

## SHOW LOW UNIFIED SCHOOL DISTRICT #10

### USE OF ELECTRONIC INFORMATION SERVICES IN INSTRUCTION *TECHNOLOGY USER AGREEMENT* Grades 7 - 12

Please read this document carefully. When signed it becomes a binding agreement.

#### **Terms and Conditions**

**Acceptable use.** I will use the service to support personal educational objectives within the educational goals and objectives of the School District. Inappropriate use may result in cancellation of use of information services and/or appropriate disciplinary action. I will not view, submit, publish, display, or retrieve materials forbidden by local, federal or state statutes, laws and regulations, or District policies and regulations. I will not download, upload, copy or install software (programs) on District owned hardware.

**Monitoring.** I consent to the monitoring of any use of Electronic Information Services. This includes e-mail I may send and receive. (Students may access/use electronic communication services only in teacher-guided experiences.)

**Personal responsibility.** I will promptly report any misuse of the electronic information service to a parent, teacher, or the system administrator. I am responsible for maintaining the confidentiality of any user information (including passwords) that may be assigned to me.

I understand that many services and products are available for a fee and accept financial responsibility for any expenses incurred without District authorization. I also agree to pay all costs of repair to any hardware and software that I may damage through misuse or violation of District policy or regulation.

**Internet Safety.** Use of the Internet will be monitored with Internet filtering software in place in order to make every effort to ensure access to appropriate materials. I will follow these guidelines:

- Never reveal personal information such as last name, address, telephone number, parents' work address/telephone number, or the name and location of my school without parent permission.
- Inform a responsible adult if any information is accessed that makes me feel uncomfortable.
- Never agree to get together with someone I may meet online.
- Never send anyone a personal photograph.
- Do not respond to messages that are mean or cause uncomfortable feelings.

**Network etiquette.** I am expected to abide by the generally acceptable rules of network etiquette. Therefore, I will:

- *Be polite and use appropriate language.* I will not send, receive, view or encourage others to send, receive or view abusive, defamatory, obscene messages, inaccurate, profane, sexually oriented, threatening, racially offensive, vulgar or illegal materials.
- *Respect privacy.* I will not reveal or request personal information.
- *Avoid disruptions.* I will not use the network in any way that would disrupt use of the systems by others.
- *Respect the intellectual property of other users and information providers.*
- *Observe these other considerations:*
  - Be brief.
  - Use correct spelling and make messages easy to understand.
  - Use short and descriptive titles for my articles.
  - Post only to known groups and with teacher guidance.

**Services.** The School District specifically denies any responsibility for the accuracy of information obtained while using the EIS. While the District will make an effort to ensure access to proper materials by using an electronic screening device, passwords, and staff supervision, the user has the ultimate responsibility for how the electronic information service (EIS) is used and bears the risk of reliance on the information obtained.

I have read and agree to abide by the School District policy and regulations on appropriate use of the electronic information system as incorporated herein by reference.

I understand and will abide by the provisions and conditions indicated. I understand that use of the EIS is a privilege not a right, and as such may be suspended at any time. I also understand that any violations of the above terms and conditions or any District technology policies, regulations or guidelines may result in revocation of my use of information services and may subject me to disciplinary action which could include suspension or expulsion from the Show Low School District.

Student Name (printed) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

**Parent or Guardian Cosigner**

Minor students (under the age of 18) must also have the signature of a parent or guardian who has read and will uphold this agreement.

As the parent or guardian of this student, I have read this Technology User Agreement and understand it. I understand that this access is designed for educational purposes. Student use of EIS will be monitored with screening devices and protective programming (Internet Filter) in place in order to make every effort to ensure access to appropriate materials. I understand that it is impossible for the District to restrict access to all controversial materials and I will not hold the District responsible for materials acquired while using any electronic information services. I agree to report any misuse of the information services to a School District administrator.

I accept full responsibility for supervision if and when my child's use of information services is not in a school setting.

I have read and agree that I and the student for whom I am responsible will abide by the School District policy and regulations regarding appropriate use of any electronic information system, as incorporated herein by reference.

I hereby give permission for my child use electronic information services (including the Internet) at school.

Name (printed) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_