

# **Student Technology Use Agreement**

Use of Educational Technology Resources

## **About this Document:**

Thorp School District provides a 1:1 Student Device Program. Families will need to carefully review and sign this use agreement. When signed, it becomes a binding agreement. Upon return of this document the Thorp School District will issue appropriate technology to your student. Failure to provide a signed agreement will impact instructional opportunities for students, such as classroom activities and the ability to participate in online assessments. Therefore, please return the signed copy as soon as possible. Responsible use of district technology requires that the use of the resources be in support of the educational goals of the district and in accordance with the following guidelines.

## **Parent or Guardian:**

The students in Thorp School District have direct access to the Internet and the district network. With this privilege comes responsibility. All students must be informed of the rules regarding Internet and network use and agree to abide by these rules. The District utilizes software and content filtering to prevent students from accessing inappropriate online materials when they are using district owned technology and while connected to the districts network. Users of the district's technology devices and network are required to sign this "Student Technology Use Agreement". Please read and discuss this information with your student and sign electronically or on a paper copy. Parents and students will be required to complete the "Technology Resources Use Agreement" at the beginning of every school year while your student attends Thorp School District. Students will be assigned district owned and maintained devices for the sole purpose as an educational tool and resource.

Parents/guardians have the right at any time to review the contents of their child's internet history, electronic and e-mail files. In the event that a parent/guardian has a serious concern regarding their child's safety and wishes to review their child's electronic files, they must submit their request in writing to the school administration. The request must include the student's name, and a list of files or accounts. The administration will work with the technology staff to provide the files.

Parents/guardians also have the right to request termination or limitation of their child's technology and account access. Parents/guardians should be aware that their decision to limit or eliminate access to technology resources will significantly affect their child's ability to work collaboratively on projects and assignments, and will hamper the development of skills necessary to live and work in an increasingly digital world.

## **Student Expectations:**

The use of the district's devices and network is a privilege and inappropriate use may result in a cancellation of those privileges. Students are responsible for good behavior on school devices at all times, both in and out of school. Students shall return their device and all other assigned accessories to school when he/she leaves the Thorp School District.

### **Digital Citizenship Expectations**

Being a good digital citizen is more than knowing how to get around online. It's about thinking critically, behaving safely, and participating responsibly in our digital world.

- Responsible digital citizens:
  - Agree to not submit, publish, display or knowingly retrieve any material that is not school-appropriate. Material that is generally available in print and other media in the library or classroom sets the standard for acceptability.
  - Abide by all copyright and trademark laws and regulations.
  - Protect their own privacy and that of others by not revealing the home address or personal phone numbers of themselves or others unless authorized to do so by designated school authorities.
  - Agree to not engage in cyberbullying. Examples of cyberbullying include mean text messages or emails, rumors sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles. Resources on cyberbullying can be found at:  
<https://www.stopbullying.gov/cyberbullying/what-is-it>

### **Responsible Use Expectations**

- Responsible Use:
  - Use their own student account and not share their account information (username and password) with others.
  - Understand that communications, documents and online activities are not private and may be read and monitored by district staff and parents.
  - Use of Thorp School District Technology resources are for educational purposes only.
  - Use the network in any way that will not disrupt the use of the network by others. For example, downloading of large files while connected to the district wireless network may disrupt services for district staff and students.
  - Do not compromise the web filter to access blocked pages.
  - Immediately inform a teacher if restricted information/pages are mistakenly accessed.
  - Immediately inform a teacher or other school authorities if you see or notice something that makes you feel uncomfortable.
  - Use only a clean, soft cloth to clean the device's screen. No chemical cleansers of any kind should be used.

- Insert and remove cords, cables, and USB devices carefully to prevent damage to the assigned device.
- Handle the device carefully and ensure others do the same.
- Do not leave the device in places of extreme temperature, humidity, or limited ventilation. (e.g., in a car) for an extended period of time.
- Do not intentionally damage any district device including and not limited to removing keys, peeling off stickers or asset tags. Any damage found to be intentional will be reported to school administration and parent/guardian.
- If the device is damaged, faulty or not working as intended in any way, report the issue within 1 school day to a teacher or district technology staff so the device can be repaired or replaced.
- Keep all devices assigned including and not limited to chromebooks, iPads, laptops, chargers, mice or other accessories in your possession. They may not be loaned or borrowed by other students.
- Responsible home use of district devices:
  - The device may be used in class any given day. If students choose to use the device at home, they are responsible for bringing it to school every day, fully charged.

## **Damages or Loss to Devices:**

Students and families will be responsible for any damages or loss that takes place to assigned devices or accessories if the damage is found to be intentional or neglect. We understand accidents happen and students and families will not be responsible for any damages that are accidental in nature. Below are the costs to replace individual parts, actual damage may include replacement of multiple parts, repair costs will not exceed total cost of the device. If a device or accessory is stolen you must file a police report within 24 hours and submit a copy of the Police Report to the district.

### Chromebook:

Motherboard Water Damage: \$200  
 Screen: \$50  
 Battery: \$60  
 Keyboard: \$40 full replacement, \$3 individual key replacement  
 Touchpad: \$25  
 Speakers: \$5  
 Screen Hinges: \$30  
 Charger: \$35  
 Total Loss Replacement: \$250

### iPad:

Charger: \$35  
 Screen Replacement: \$250  
 Battery Replacement: \$100  
 Total Loss Replacement: \$329

### Stolen (with Police Report):

iPad: \$0  
 iPad Charger: \$0  
 Chromebook: \$0  
 Chromebook Charger: \$0

## **Reporting:**

If a student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of district technology, he/she shall immediately report such information to the teacher or other district personnel.

If a device or accessory is lost please report this to your teacher, district administrator or district technology staff within 24 hours. If the device is not found within 2 calendar weeks, replacement cost will be issued to the student and family.

If a device or accessory is stolen a police report should be filed within 24 hours. A copy of the police report must be submitted to the district. Failure to submit a police report will result in replacement costs of the item(s) issued to the student and family.

## **Consequences for Violation:**

Violations of the law, board policy, or this agreement may result in revocation of a student's access to district technology and/or discipline as outlined in the student handbook. In addition, violations of the law, board policy, or this agreement may be reported to law enforcement agencies as appropriate.

**Student Acknowledgment:**

I have received, read, understand, and agree to abide by this Responsible Use Agreement and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology. I further understand that any violation may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Student Name: \_\_\_\_\_ (Please print)

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Grade: \_\_\_\_\_

School ID: \_\_\_\_\_

**Parent or Legal Guardian Acknowledgment:**

If the student is under 18 years of age, a parent/guardian must also read and sign the agreement.

As the parent/guardian of the above-named student, I have read, understand, and agree that my child shall comply with the terms of the Responsible Use Agreement. By signing this Agreement, I give permission for my child to use district technology and/or to access the school's computer network and the Internet. I understand that, despite the district's best efforts, it is impossible for the school to restrict access to all offensive and controversial materials. I agree to release from liability, indemnify, and hold harmless the school, district, and district personnel against all claims, damages, and costs that may result from my child's use of district technology or the failure of any technology protection measures used by the district. Further, I accept full responsibility for supervision of my child's use of his/her access account if and when such access is not in the school setting.

Parent Name: \_\_\_\_\_ (Please print)

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_