

**ACTON AGUA DULCE UNIFIED SCHOOL DISTRICT**  
Acceptable Use Agreement for Student Technology

**Introduction:**

Students in the Acton Agua Dulce Unified School District are able to use the District's computers, networks, mobile devices, and other electronic devices to complete school projects, obtain filtered access to the Internet, access District provided email account and electronic storage space.

Computers, mobile devices, and other pieces of technology support learning, enhance instruction, and provide users with a wealth of information. Internet access is free to District users. The Internet provides users with access to a wide range of information and resources including text, graphics, photographs, video and sound. When used properly, it is a valuable research tool. Internet access in the Acton Agua Dulce Unified School District is filtered by a system selected by the District. While most of the controversial information will be blocked, some information is still available that may be offensive. The Acton Agua Dulce Unified School District does not condone the use of such information or materials.

Access to Acton Agua Dulce Unified School District computers, networks, mobile devices, electronic devices, and the Internet is limited to educational purposes only. All District and personal devices used throughout the Acton Agua Dulce Unified School District are to be used in a responsible, efficient, ethical, and legal manner. Responsible use includes the expectation that users will immediately alert school administration when inappropriate material (sent or received) has been transmitted on any District or personal device.

Students will be issued accounts to access local and online resources, and are responsible for the proper use of their accounts at all times. Students shall keep accounts and passwords private and shall only use the accounts to which they have been assigned.

The District reserves the right to monitor any network activity and communications for improper use.

**Acceptable Uses of Acton Agua Dulce Unified School District Computers, Networks, Mobile Devices, Electronic Devices, and the Internet:**

A responsible user may:

- Use District provided or personal electronic devices and the Internet to research and complete assigned classroom projects.
- Use District provided or personal email to send electronic mail to other students and staff members. The purpose of these communications should be educational. This may include collaborating with students, communicating with teachers, or submitting assignments electronically.
- Store information in his or her District provided storage. This storage is intended for classroom assignments and other school related materials. It should not include personal programs, files, photos, or video.

**Unacceptable Uses of Acton Agua Dulce Unified School District Computers, Networks, Mobile Devices, Electronic Devices, and the Internet:**

A responsible user may not:

- Use District provided or personal electronic devices and the Internet in the classroom without teacher permission.
- Login for another student or user. All users must login under their own username and password.
- Access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political belief.
- Engage in cyberbullying.
- Enter public chat rooms that are not authorized by the District for instructional use.
- Disclose, use, or disseminate personal identification information about themselves or others when using email or other forms of direct electronic communication. Students also shall be cautioned not to disclose such information by other means to individuals contacted through the Internet without the permission of their parents/guardians. Personal information includes the student's name, address, telephone number, Social Security number, or other personally identifiable information.
- Bypass the District Internet filtering system.

- Use the Internet or other school technologies for any illegal purpose, financial gain, or commercial activity.
- Use any system to encourage the use of drugs, alcohol, or tobacco, nor shall they promote unethical practices or any activity prohibited by law, Board policy, or administrative regulations.
- Access or change another user's information or files.
- Impersonate or assume the identity of another user or send anonymous messages.
- Re-post or forward personal communication without the author's prior consent.
- Violate copyright laws or use intellectual property of another individual or organization.
- Misuse or abuse technology equipment.
- Arrange to meet anyone they have only met over the Internet in person.
- Violate the acceptable use agreement of other organizations or any local, state, or federal statutes.
- Copy commercial software in violation of copyright laws.
- Intentionally upload, download, or create computer viruses and/or maliciously attempt to harm or destroy District equipment or materials, or manipulate the data of any other user, including so-called "hacking."

**Consequences:**

When a student is found to have violated Board policy, administrative regulation, or the District's Acceptable Use Agreement for Student Technology, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the District's technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law, Board policy, and administrative regulation.

**Privacy:**

District provided electronic mail, storage, and Internet access is not guaranteed to be private. Network Administrators and faculty may review messages, files, or logs to ensure students are acting responsibly.

**Personal Devices:**

Personal devices, such as smartphones, tablets, laptops, and other electronic devices, may connect to the District wireless network. The wireless network should be used for educational purposes only. All District networks are monitored and filtered, and privacy should not be assumed while using these networks. The District is not responsible for loss, theft, or any damage of personal devices. Device compatibility with the District wireless network is not guaranteed and should not be assumed. The District will not provide technical support for personal devices in any way. Use of personal devices in the classroom is dependent upon each teacher's specific classroom policy. Staff maintains the right to restrict personal device access while on campus. Irresponsible use of personal devices may lead to confiscating devices from students for release to guardian and/or restricting network access privileges.

**Disclaimer:**

Some information accessed through the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive. Any statement made on the network or Internet is understood to be the point of view of the author, not necessarily that of the Acton Agua Dulce Unified School District or its employees. The Acton Agua Dulce Unified School District is not responsible for the accuracy or quality of information obtained through school Internet access. In addition, it is possible to purchase goods and services via the Internet that could result in unwanted financial obligations for which a student's parent or guardian would be liable. The Acton Agua Dulce Unified School District will not be responsible for unauthorized financial obligations that result from District provided Internet access.

The Acton Agua Dulce Unified School District will not be responsible for any claims, losses, or damages users suffer through the use of District technology. This includes loss of data resulting from delays or interruption in service as well as personal property used to access District computers or networks.

**By signing on to use the Internet and online services in the Acton Agua Dulce Unified School District, I acknowledge that I:**

- Understand the rules and regulations of the Acceptable Use Agreement for Student Technology.
- Realize that if I violate the rules, the principal or designee may cancel or limit my privileges or increase supervision of my use of the District's technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law, Board policy, and administrative regulation.