

Name _____

Grade Level _____

Riverton USD 404 Acceptable Use of Technology Policy

It is the general policy of Riverton USD 404 that computer network services are to be used in a responsible, efficient, ethical, and legal manner in accordance with the mission of Riverton School District. Users of technology (i.e., computer equipment and network, software, hardware, and any other productivity equipment such as cameras) must acknowledge their understanding of the general policy and guidelines as a condition of use.

Use of Riverton USD 404 technology is a privilege, not a right. Failure to adhere to this policy and administrative procedures may result in suspension or revocation of technology access. Willful or intentional misuse could lead to disciplinary action or criminal penalties under applicable state and federal law. This policy applies to all district technology, including, but not limited to, computers, laptops, printers, scanners, cameras, video equipment and any related items such as software and Internet access.

Provisions:

1. **Acceptable uses** of technology are activities that support learning and teaching. Users are encouraged to develop activities which meet their individual educational needs and which take advantage of the functions of the available technology.

2. **Unacceptable uses** of technology include, but are not limited to:
 - ◆ Violating the rights to privacy, by accessing or using personal information of students or employees of Riverton USD 404, or others outside the school system.
 - ◆ Using profanity, obscenity, or other language that may be considered inappropriate for a school environment, or is offensive to another user.
 - ◆ Copying materials in violation of copyright law.
 - ◆ Plagiarizing, which is the taking of someone else's words, ideas, or findings and intentionally presenting them as your own without properly giving credit to their source.
 - ◆ Using district technology for financial gain or for any commercial or illegal activity.
 - ◆ Using the computer network under another user's name and password. Likewise, allowing another student to use your username and password is unacceptable.
 - ◆ Attempting to degrade or disrupt computer network performance or unauthorized entry to and/or destruction of computer systems and files.
 - ◆ Revealing home phone numbers, addresses, or other personal information, i.e., making personal purchases or unauthorized orders using the Riverton USD 404 or Board of Education name.
 - ◆ Accessing, authoring, downloading, storing, displaying, or printing files or messages that are sexually explicit, obscene, violent, threatening, or that offends or tends to degrade others. The administration invokes its discretionary rights to determine such suitability.
 - ◆ Downloading and installing programs without prior teacher approval.

- ◆ Downloading or copying information on to storage devices without prior teacher approval.
 - ◆ Any actions that are performed for the sole purpose of circumventing the Internet filtering system or disabling workstation security.
 - ◆ Inappropriate use of personal e-mail during school hours or on school equipment.
3. All students are expected to treat equipment with care and respect. Any damage purposely caused by misuse or rough treatment will be repaired/replaced at the parent's expense. This includes equipment used at school or checked out for home use.
 4. The staff of Riverton USD 404 will be responsible for:
 - ◆ Teaching students district policy and procedures for appropriate use of all hardware and software, including the Internet.
 - ◆ Supervising and guiding student usage of the Internet.
 5. All users of the Riverton USD 404 computer network are responsible for adhering to the Riverton School District Policy and Procedures for Internet Use.
 6. The following people are entitled to the use of USD 404 technology:
 - ◆ All Riverton USD 404 staff
 - ◆ All Riverton USD 404 students, having a signed Acceptable Use Policy on file in the principal's office, and working under the supervision of a staff member and/or parent/guardian.
 - ◆ Others who request Guest Accounts from the network administrator. These requests will be reviewed on a case-by-case basis and will be granted, if warranted, as needs and resources permit.
 7. Riverton USD 404 makes no express or implied warranties for the Internet access it provides. Riverton USD 404 cannot completely eliminate access to information that is offensive or illegal and residing on networks outside the school district. The accuracy and quality of information obtained via the Internet cannot be guaranteed. Riverton USD 404 will not guarantee the availability of access to the Internet and will not be responsible for any information that may be lost, damaged, or unavailable due to technical or other difficulties. Information sent or received cannot be assured to be private.

I acknowledge that I have read the above, and agree to abide by the aforesaid rules and to be responsible for my use of district technology, including Internet use.

Signature of Student _____ Date _____

I acknowledge that I have read the above, and agree to accept responsibility for my child's adherence to the aforesaid rules and for my child's access to district technology and Internet use.

Signature of Parent/Guardian _____ Date _____