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| <p style="text-align: center;"><b>Technology Acceptable Use Policy Agreement</b><br/>(for students and parents at University High School)</p> |
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Each parent(s)/guardian(s) must sign this Agreement before the student shall be granted network/internet access at U-High. Please read this document carefully before signing.

University High School provides computer use, including internet access, to students and teachers in order to further the educational aims of the school. Access is given as a privilege, not a right, and may be limited or denied by University personnel. U-High administration, faculty and staff reserve the right to review and remove any student's files and data records used on the school technology/communication system which violate the Terms and Conditions below.

**Terms and Conditions that governs University High School Students of U-High network/technology.**

**1. I, as parent/guardian, understand that ...**

- a. the school reserves the right to restrict the use of ANY digital content. These restrictions may be enforced on the school network and/or any electronic device a student uses while at U-High.
- b. all school-provided technology, including network access and storage, is for educational use. Any other use by a student may result in loss of access and/or confiscation of equipment.
- c. University email and other University accounts are Illinois State University property.
- d. anything a student does on U-High or ISU computers, or the related network is not private and can be monitored by University faculty and staff. The U-High filter logs all student network activity (including sites visited) regardless of whether students are in or out of school, and ISU records all network sites visited anytime a student connects to the ISU wireless network on any device.
- e. There is no requirement for students to bring a personal device to class and/or to use a phone (and its personal data plan) for any classroom activities.

**2. Students are expected to ...**

- a. abide by all rules and regulations of the system as changed or added from time to time by the administration of U-High and/or Illinois State University (including the University's Policy on Appropriate Use of Information)

Technology Resources and Systems located at <http://www.policy.ilstu.edu/technology/9-2.shtml>).

- b. address all concerns regarding the use of technology first to the supervising teacher or librarian, and then to the U-High administration.
- c. abide by the additional rules set out in the Laptop agreement.

**3. Students may not ...**

- a. use any personal laptop, laptop, ipad, tablet or kindle in the classroom.
- b. use any other electronic devices in the classroom unless the teacher authorizes the student to do so.
- c. use any software or access any internet content in the classroom, if its use has been prohibited by the teacher.
- d. attempt to circumvent or uninstall monitoring software from the student's laptop or any other U-High or University computer.
- e. use U-High and/or University computers, dvd/vcr players, flip cameras, classroom projectors or other school technical equipment without permission.
- f. use anyone else's ID and password nor allow anyone else to use the student's usernames or passwords.
- g. attempt to hack or otherwise breach security of any school or University computer, server, or any other person's account.
- h. attempt to introduce any virus or malware, or any other destructive software, onto any U-High or University computers or across the University network.
- i. download or store on University High school laptop any software, music, games, videos or other media for which the student has not obtained a legal license.
- j. download, install or run any software on my laptop for which the student has not obtained a legal license.
- k. plagiarize, or violate copyright laws in regards to using text, images, audio, music or video clips.
- l. vandalize any U-High property, or the personal technology property of others at U-High
- m. interfere with others' use of technology, including being polite and using appropriate language while using U-High technology resources.
- n. use any computer to commit acts which are illegal.

#### **4. The parent agrees to ...**

- a. Assume responsibility for any damages to school equipment arising due to the student's use of such equipment, including paying for repairs. For the laptop fees, please refer to the laptop legal agreement.
- b. Assume responsibility for whatever my student does on any non-school-provided electronic device that a student may carry with them to school, including personal smartphones and laptops.
- c. Assume responsibility for any consequences that arise from the student's use of technology- including a personal cell phone- while at U-High.
- d. Monitor his/her child's use of the school-provided laptop outside of University High School.

#### **Social Media, Gaming, Digital Platforms and other Digital Communications**

The International Society for Technology in Education standards for student digital citizenship state that, *"Students recognize the rights, responsibilities and opportunities of living, learning and working in an interconnected digital world, and they act and model in ways that are safe, legal and ethical."*

University High School recognizes that students participate in both a virtual and physical world. Through social media and educational technologies, students communicate frequently for a variety of purposes related to their classes, extracurricular activities, athletics, and other school related events. Student private exchanges or communications via social media, gaming, or other digital platforms that are not University High School-sponsored may still reflect and influence the greater school community when used by our students. University High School supports these interactions as a way for our students to connect and grow, but also recognizes these types of digital communication are not fully monitored by University High School. Therefore, we encourage our students to be mindful of how they use these technologies when it comes to interactions with classmates and ask our students to keep these interactions positive, ethical, and legal and consider how the images, messages, videos, and other communications can affect groups and individuals throughout the Lab Schools community.

Students should be aware that posting images, messages, videos and other communications that violate the Student Code of Conduct are subject to discipline. The school reserves the right to limit or block student access to such sites via U-High or University equipment or networks at the discretion of the administration. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to make a factual determination. School officials may not request/require a student or his/her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website or to demand access in any manner to a student's account or profile on a social networking website.

### **Data Security and safety**

U-High recognized the importance of information privacy and data security. Student information held by U-High is stored and used according to strict ISU data security policies. Occasionally, students may be asked to supply identifying information to an external site for classroom educational activities. In such cases, students have the right to supply limited or obscured information, or to opt out of such activities. In addition, there may be instances where parents/guardians are asked to supply identifying information to external sites. Parent information is not included in ISU's data security policies or protocols, nor is it stored or protected by ISU. In such cases, parents/guardians have the right to supply limited or obscured information, or to opt out of such activities.

### **Consequences for violations**

Students who violate the Acceptable Use Policy may lose their ULID privileges at the discretion of the administration. The length of time for which the privileges will be lost will be determined by the administration on an individual basis. Further disciplinary action including, but not limited to, detentions, suspensions, expulsions and police notification will be issued by the administration as deemed necessary.

### **No Warranties**

The school makes no warranties of any kind, whether expressed or implied, regarding the use of computers, the University network, the Internet, or the accuracy, correctness, completeness, or reliability of any information, files, or software. The school will not be responsible for any damages for any of the foregoing, including loss of data, non-deliveries, missed-deliveries, or service interruptions, whether caused by its negligence, user errors or omissions, or other defects. Use of any information obtained via the Internet is at the user's own risk. The school and University specifically deny any responsibility for the accuracy or quality of information obtained through use of the University network or the Internet.

### **Indemnification**

The parent or guardian, by signing below, in consideration of the Laboratory School providing his/her student with University network and Internet access, agrees to indemnify the University for any losses, costs, or damages incurred by the University relating to, or arising out of, any breach of these or other University rules by the student in using computers, the University network, and the Internet.

The parent acknowledges that the school attempts to bar access by students to certain material which is not in furtherance of educational purposes, but that it is impossible for the school to restrict access to all controversial and inappropriate materials. The parent or guardian agrees to hold harmless the University and its employees and agents from any cause of action related to the student obtaining access to materials or software, which may be inappropriate.

### **Telephone Charges**

The school assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment on-line costs. Ordinary Internet and University network access and use will incur no such charges. Any such charges are the responsibility of the parent or guardian signing below.

1. I have discussed the terms of this Agreement and the rules with my child. I hereby request that my child be allowed access to the University's computers, network and the Internet.

For all information regarding school issued equipment, including rights, responsibilities, and fees, please refer to the Student/Parent Laptop Agreement.