

Addendum to CTA AUP

With an increase in the use of available technology, it becomes necessary to address new concerns regarding its use in school.

This is an addendum to the current AUP that CTA has in place. You must adhere to these guidelines while using technology in school. This includes your own devices as well as all school provided technology.

Privacy. E-mail is no more private than a postcard. Students need to know that files stored on school computers are not private. Network and Internet access is provided as a tool for educational purposes only. The school has the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access including transmitted and received information.

All information files are the property of the school and no user shall have any expectation of privacy regarding such files. Federal Law requires that all email sent and received be stored for a period of 'seven years'.

Access. You are only to access sites that are necessary for class assignments/projects and approved by the teacher. Any sites accessed that are not allowed will result in disciplinary action, with the possibility of expulsion.

Online Etiquette. Use appropriate language and graphics. Swearing, vulgarities, suggestive, obscene, belligerent, harassing, threatening or abusive language of any kind is not acceptable. Do not use school online access to make, distribute, or redistribute jokes, stories, cyber bullying, obscene material or material which is based on slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.

Messaging. Teachers may incorporate: email, blogs, podcasts, video conferencing, online collaborations, PDAs, IMing, texting, Virtual Learning Environments and other forms of direct electronic communications (i.e. cell phones, PDAs, cameras) or Web 2.0 applications for educational purposes. Although teachers monitor student online activity, it is the direct responsibility of the user to comply with this acceptable use policy.

Blogging/Podcasting. Uses of blogs, podcasts or other Web 2.0 tools are considered an extension of the classroom. Whether at home or in school, any speech that is considered inappropriate in the classroom is also inappropriate in all uses of blogs, podcasts, or other Web 2.0 tools. Students using blogs, podcasts or other Web 2.0 tools are expected to act safely by keeping ALL personal information out of their posts. Comments made on school related blogs should follow the rules of online etiquette detailed above and will be monitored by school personnel. If inappropriate, they will be deleted. Never link to web sites from a blog without reading the entire article to make sure it is appropriate for a school setting.

Plagiarism/Copyright/Licensing. Plagiarism is the act of using someone else's words or ideas

as your own. Students are required to give proper credit to all Internet sources used in academic assignments, whether quoted or summarized. This includes all forms of media on the Internet, such as graphics, movies, music, and text. Plagiarism of Internet resources will be treated in the same manner as any other incidences of plagiarism, as stated in the school handbook. In addition, all students and faculty must adhere to the copyright laws of the United States (P.L. 94-553) and the Congressional Guidelines that delineate it regarding software, authorship, and copying information. All students and faculty should also adhere to the Creative Commons licenses where the author/artist denotes what media may be shared, remixed, or reused.

Proxies. The use of anonymous proxies to get around content filtering is strictly prohibited and is a direct violation of this agreement.

Illegal Activities. Use of the network for any illegal activities is prohibited. Illegal activities include, but are not limited to: (a) tampering with computer hardware or software, (b) software piracy (c) unauthorized entry into computers and files (hacking), (d) knowledgeable vandalism or destruction of equipment, (e) deletion of computer files belonging to someone other than oneself, (f) uploading or creating of computer viruses, (g) distribution of obscene or pornographic materials, and (h) sexting. Such activity is considered a crime under state and federal law. Users must be aware that any illegal action carried out over the Internet will be reported to law enforcement officials for possible prosecution. Please be advised, it is a federal offense (felony) to break into any security system. Financial and legal consequences of such actions are the responsibility of the user (staff, volunteer, and student) and student's parent or guardian.

TERMS OF AGREEMENT

Creative Technologies Academy reserves the right to deny, revoke or suspend specific user privileges and/or to take other disciplinary action, up to and including suspension, expulsion (students), or dismissal (staff) for violations of these Guidelines. The school will advise appropriate law enforcement agencies of illegal activities conducted through the CTA Internet Connection. The school also will cooperate fully with local, state, and/or federal officials in any investigation related to any illegal activities conducted through the service. The school district and its representatives are not responsible for the actions of the users or the information they access.

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INTERNET RELEASE FORM

In order for a student to access the Internet, a parent/guardian and the student must sign and return this consent form by (date).

____ I **GIVE** my permission to CTA to allow my child computer access to the Internet or online services and my child agrees to the usage guideline listed herein.

____ I **DO NOT GIVE** permission to CTA to allow my child computer access to the Internet or online services. Since the school cannot always prevent student access to such services, I have directed my child not to access the Internet or online services.

Parent Signature _____

Student Signature _____