

Walnut Valley Unified School District

880 S. Lemon Avenue • Walnut, California 91789 • Tel. (909) 595-1261

"KIDS FIRST - Every Student, Every Day"

Acceptable Use Policy

Please read this document carefully before signing.

Walnut Valley Unified School District provides global resources for teaching, learning, and communication. Knowledgeable and responsible use of these resources is an essential element of a student's education. We ask parents to join the school in helping to educate students about the necessity for personal integrity, decency, and public responsibility in all online activities.

Walnut Valley Unified School District's Technology Use Policy requires that all behavior involving the use of technology meets the standards set forth in *district-Wide Requirements and Procedures*, outlined in the Parent-Student Handbook. Academic and behavioral policies and expectations are applicable to all technology use on campus, while using school issued/ personal technology or any off campus behavior that may cause a serious disruption on campus.

Students making improper or inappropriate use of information technology services or equipment, including personally owned devices and technology on school property, are subject to having their technology privileges revoked as well as other disciplinary actions. Using the network for any illegal activity, under California laws and regulations, United States laws and regulations, including of copyright infringement and other contracts (e.g. the unauthorized duplication of data, programs, or software) is a violation of the Technology Acceptable Use Policy and subject to disciplinary and legal action.

By signing the Technology Acceptable Use Agreement, students and their parents indicate their understanding of, and their consent to abide by, the school's rules, regulations, and standards of online etiquette for all technology use in Walnut Valley Unified School District; they further acknowledge that they are subject to disciplinary and possible legal consequences for any violation of the policy including suspension, expulsion, and criminal prosecution.

Waiver of Privacy Rights

Users expressly waive any right of privacy in anything they create, store, send or receive using Walnut Valley Unified School District's technology and network. Students using personal technology, similarly, waive their rights to privacy while on school property. Users consent to allow school personnel access to and review of all materials created, stored, sent, or received by a user through any Walnut Valley Unified School District network or Internet connection. The supervising staff can and do monitor network activity for inappropriate use. Student files may be reviewed as a part of this process and any disciplinary investigations. Any technology brought to campus is subject to search IF "justified at its inception and reasonable in scope." (New Jersey v. T.L.O (1985). "Reasonable grounds for believing that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school." (1985)

Security

Security on any computer system is a high priority. If a security problem is found, the Network Administrator should be notified at once. Students should never use another individual's account or create an account anonymously or using a false identity or an identity of another (SB 141 I) Students should never reveal their home addresses, personal phone numbers, or the addresses and phone numbers of other students and members of the Walnut Valley Unified School District community. Parents are encouraged to discuss other forms of personal information not to be shared online including vacation plans, financial information and family issues. Remember that all information online is NOT private and therefore can be shared, redistributed and even manipulated. Unauthorized installation of programs or any software on school computers is forbidden. Bypassing filters or any attempt to access restricted areas of the network is also strictly forbidden. No programs or software except data files in identified folders may be copied from school computers.

Vandalism

Vandalism is defined as any intentional, reckless, or malicious attempt to harm or destroy data of another user or any other agencies or networks that are connected to the system. This includes, but is not limited to, the uploading or creation of computer viruses, tracking or mining software, keyloggers, and degrading or disrupting equipment or system performance.

Any vandalism will result in the loss of computer privileges, disciplinary consequences (including expulsion), and possible legal action.

Plagiarism and Piracy

As the Internet has created vast sources of information, it has also created new opportunities for plagiarism and other forms of academic dishonesty. Walnut Valley Unified School District's academic integrity policy extends to all forms of online information gathering and use; unauthorized use of copyrighted material, failure to cite references for online material, and all other unapproved practices are strictly prohibited.

Piracy is the unauthorized duplication and/or distribution of original content owned by another including music, movies and software. It is illegal to download copyrighted content from the Internet for free (in unauthorized venues) for academic, personal and commercial use. Share sites, although perfectly legal, may NOT be used illegally obtain copyrighted material. Doing so is in direct violation of Walnut Valley Unified School District's integrity policy.

User Information Updates

Information service and updates may occasionally require new registration and account information in order to continue the service. Users must notify the information system of any changes in account information.

Wireless Network

Secondary School students may have access to the school's wireless network. Student use of the wireless network must be consistent with the school's educational purposes and school standards. All expectations outlined in the school's Technology Acceptable Use Policy apply to use of the school's wireless network. Students may only use school-approved technology on school-approved networks (provisions may be made based on specific situations with permission).

Personal Computers and Technology

The use of personal laptops and other electronic devices (iPads, Kindles, Smartphones, etc.) is allowed on the school campus. At the sole discretion of the Principal/ teacher, students may use these devices for school work and, during class. Students are responsible for the maintenance and security of their devices. The school/ district is not liable for the loss, damage, or theft of private property. Students using personal electronic devices on campus are required to adhere to the school's Technology Acceptable Use Policy.. Any technology brought to campus is subject to search IF "justified at its inception and reasonable in scope." (New Jersey v. T.L.O (1985). "Reasonable grounds for believing that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school." (1985)

Student Portal and Communication

The student portal provides secondary school students with access to a course management system that includes course assignments and discussion forums. Students also have access to file storage, unofficial transcripts and school calendars and forms. Faculty may also create separate electronic discussion groups for student use on approved academic sites.

Parents are encouraged to communicate with faculty/staff through school's e-mail. Please allow 24-48 hours for a teacher to respond to any electronic communication.

Fees and Services

Walnut Valley Unified School District 's computers are not to be used for access to any Internet resource, database, or service which charges a fee for online time, services, or products. Violations of this rule may result in reimbursement by students and/or their families for fees or costs incurred, cancellation of computer use privileges, and disciplinary action.

Internet Use

The school recognizes that anyone who logs on to the Internet has potential access to: (1) a worldwide network of computer users (through email, social network sites, etc.); (2) public and private databases; (3) a vast array of library and academic resources; as well as (4) various kinds of offensive or dangerous material. Although all network access is subject to monitoring and regulation by the K-12 Information Technology Department, the school cannot guarantee that its supervision measures will prevent improper student usage or student access to objectionable online material.

Standards of Conduct

While Walnut Valley Unified School District does not intend on searching out content posted online, if a matter is brought to the attention of the school, the school has the right but not the obligation to discipline students for electronic conduct occurring off campus and not during school hours if it causes a disruption to instruction on campus.

Students and parents are reminded that any Walnut Valley Unified School District computer user is a representative of the district on a public and global system. Accordingly, all computer users are expected to abide by standards of network etiquette, which will be an ongoing part of computer instruction throughout the grades. Walnut Valley Unified School District does not assume responsibility for claims and damages of any nature arising from students' use of, or inability to use, the Walnut Valley Unified School District network system, including, but not limited to, loss of information. These standards include, but are not limited to, the following:

Access: While Walnut Valley Unified School District filters on campus networks, students are reminded that accessing inappropriate content (including websites and music) is strictly prohibited. Students should never use outside networks (including cellular networks or other hotspots) to access the Internet.

Courtesy. Computer users may not send, or encourage others to send, discourteous or abusive messages. Remember that humor and satire are subject to misinterpretation.

Use of Appropriate Language. Vulgarity, obscenity, sexually explicit and other language that might be offensive to others are strictly prohibited.

Being Considerate. Network users should be mindful of their responsibility to avoid practices which may disrupt other users' access to the network (e.g., downloading or uploading very large files, spending excessive time in online "conversation," etc.).

Social Media. Students who post inappropriate material about other Walnut Valley Unified School District students, teachers, administrators, school itself or individuals on social networks and personal web pages are violating our standards of acceptable behavior. Furthermore, they should be advised that, they may be exposing themselves to legal action by law enforcement, another student and family or other aggrieved parties. Students are responsible for all that they say and do on their web pages. Posting personal communications (e.g., email, photographs, video or other images) without the author's or subject's consent is not acceptable. Any student who creates a web page or profile impersonating the school or another student in order to harass, defame, threaten or embarrass is in violation of SB 1411 (this is a misdemeanor under California law) and will not only be subject to sanctions by the school but may be exposing themselves to legal action by law enforcement, another student and family or other aggrieved parties.

School Community. Students will be held responsible for anything they post on the internet that involves the School and its community. The school may take disciplinary action as a result of inappropriate or offensive postings, even if this activity has occurred off campus.

Password sharing: Is strictly prohibited between students. However students are strongly encouraged to share passwords with their parents as part of their personal safety plan.

Penalties for Improper Use

The use of a Walnut Valley Unified School District account is a privilege, not a right, and misuse will result in the restriction or cancellation of the account. Misuse may also lead to disciplinary and/or legal action including (but not limited to) suspension, expulsion, or criminal prosecution by government authorities.

Walnut Valley Unified School District Technology Acceptable Use Agreement

Student Section

I have read the Technology Acceptable Use Policy and agree to follow these rules and guidelines when using technology. All these rules apply while I am a student in Walnut Valley Unified School District and are not limited to my being on campus or using school computers. All policies related to behavioral conduct expressed in the Parent-Student handbook also apply to the use of the computer network, email, and the Internet. I agree to abide by this Technology Acceptable Use Agreement. I understand that any violation of these rules may result in the loss of computer privileges, disciplinary consequences, and/or possible legal action.

Parent or Guardian Section

I hereby release Walnut Valley Unified School District, its personnel, and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from my child's use of, or inability to use, the Walnut Valley Unified School District computer network; including, but not limited to claims that may arise from the unauthorized use of the system to purchase products or services.

I will instruct my child regarding the rules of use of the information technology systems contained in this document and I understand and agree that the agreements contained herein are incorporated into the contract under which my child is enrolled in the Walnut Valley Unified School District.

I understand that it is impossible for Walnut Valley Unified School District to restrict access to all controversial materials, and I will not hold the district responsible for materials accessed on the network. I also agree to report any misuse of the system that I become aware of to the school administration. I understand that misuse includes, but is not limited to, sending or seeking to receive messages that contain or suggest pornography, unethical or illegal solicitation, physical or sexual threats, racism, sexism, inappropriate language and information, the disclosure of which would violate another person's right of privacy.

I accept full responsibility for my child's use of information technology.

I give permission to issue an email and network user account for my child and certify that my child and I have read and understand the information contained in this agreement and agree to abide by all rules set forth in this agreement.

Download the Signature Acknowledgment page on your local school or district web site <http://www.wvusd.k12.ca.us> and return to your school site.