BRITTEN SCHOOL
AUGUST 2021- AUGUST 2022

Student Technology Contract

The use of computer and other technology at Britten School is a privilege with responsibility. Failure to abide by the following guidelines may result in revoking the privilege, or further consequences.

• Do not attempt to modify the appearance or operation of any technology equipment. This includes, but is not limited to, commands, copying or installing software, setting passcode locks or copying files of any type. Each one should remain in its original or teacher-set configuration.

• Tampering with or vandalizing hardware, software, or data will not be tolerated. It is each student's responsibility to check the computer before and after use and to report problems to the teacher immediately.

• Students will only use applications, software and programs required to complete assignments/projects and only those that have been approved by the teacher of the current class. Failure to stay "on task" may result in loss of technology privileges and/or further disciplinary actions including but not limited to failure related class. Students should not use school equipment to play online or video games. Britten School utilizes an ongoing monitoring system called-"Securly".

• No food or drink is allowed near any technology at Britten School.

• Students may use the Internet only when authorized, and they must abide by the conditions of the Britten School Internet Acceptable Use Policy.

• A student using the Internet may visit only teacher-approved sites. Unapproved game sites are not allowed.

• No web sites, software, apps or media should be printed, shared, E-mailed or downloaded without teacher approval.

• I understand that if I violate any of the rules stated above or perform any other disruptive technology-related actions I will be subject to loss of technology privileges, will receive a written referral (minor or major) and may be subject to further administrative discipline actions.

Print Student Name_____Date_____

Student Signature_____

I have read and understand the Student Acceptable Use Policy and this contract. I give my consent for my child to use technology in Britten School.

Parent Name_____ Date _____

Parent Signature_____

STUDENT ACCEPTABLE USE OF THE BRITTEN SCHOOL NETWORK POLICY

I. **PURPOSE**

This policy, also referred to as the "Student Acceptable Use for Electronic Network Related Technologies and Access Policy" ("AUP") sets forth the standards governing Britten School students' use of the Britten Electronic Network Related Technologies and Access ("Britten Network") system. This policy also sets forth the rules under which student authorized users may continue their access to and use of these resources. This policy promotes the ethical, legal, and school-related use of the Britten School Network and ensures Britten School compliance with the Children's Internet Protection Act. Authorized student use of information resources must be consistent with the educational purposes for which these resources have been provided. Use of the Britten School Network is a privilege that is provided to help student authorized users complete and deliver educational obligations. The Britten School Network provides student authorized users with the means for communicating effectively with schools, teachers, administrators, the public, other government entities, and educational experts. These resources should be used in a manner that both enhances students' educational experiences and complies with this policy and regulations established from time to time by the Britten School Board of Directors. Britten School students, through their use of the Britten School Network, will gain skills and expertise that prepare them for an increasingly technology-oriented society.

II. DEFINITIONS

A.   **Britten School's Electronic Network Related Technologies and Access** is the system of computers, terminals, servers, databases, routers, hubs, switches and distance learning equipment connected to the Britten School Network. These components may function in conjunction with established hardwire or wireless LAN running over outside lines, such as T-1, BRI, PRI, VPN, Dialup, Distance Learning Equipment, owned or leased by Britten School.

B.   **Electronic Mail** (e-mail) consists of all electronically transmitted information including any combinations of text, graphics, audio, pictorial, or other information created on or received by a computer application system and includes the transmission data, message text, and all attachments.

C.   **Internet** is a worldwide telecommunications system that provides connectivity for thousands of other smaller networks.

D.   **Other Electronic Devices** include, but are not limited to, cellular telecommunication devices such as cellular phones, pagers, text communication pagers, two-way text pagers, and personal digital assistants that may or may not be physically connected to the network infrastructure.

E.   **Password** is a secret word or series of letters and numbers that must be used to gain access to an online service or the Internet or to modify certain software (such as parental controls).

F.   **Student Authorized Users** are any students enrolled in any classes offered by CPS in a traditional classroom or virtual classroom setting.

G.   **Website** is a collection of "pages" or files on the Internet that are linked together and managed by a company, institution or individual.

III. GENERAL PROVISIONS
A.   **STUDENT AUTHORIZED USERS**
All student authorized users shall adhere to the provisions of this policy as a condition for continued use of the Britten School Network. It is a general policy of Britten School to promote the use of computers in a manner that is responsible, legal and appropriate. This policy is enacted anytime there is a connection to the Board's hardwired or wireless network via outside lines including Personal Digital Assistants, and other electronic devices.

B.   **DISCLAIMER**
The Internet is a collection of thousands of worldwide networks and organizations that contain millions of pages of information. Users are cautioned that many of these pages contain offensive, sexually explicit, and inappropriate material, including, but not limited to the following categories: Adult Content; Nudity; Sex; Gambling; Violence; Weapons; Hacking; Personals/Dating; Lingerie/Swimsuit; Racism/Hate; Tasteless; and Illegal/Questionable. In general, it is difficult to avoid at least some contact with this material while using the Internet. Even innocuous search requests may lead to sites with highly offensive content. Additionally, having an e-mail address on the Internet may lead to receipt of unsolicited e-mail containing offensive content. Student authorized users accessing the Internet do so at their own risk. No filtering software is one hundred percent effective, and it is possible that the software could fail. In the event that the filtering software is unsuccessful, and children and staff gain access to inappropriate and/or harmful material, the Board will not be liable. To minimize these risks, student use of the Britten School Network is governed by this policy.

IV. TERMS AND CONDITIONS FOR STUDENT USE OF THE BRITTEN SCHOOL NETWORK
A.   **ACCEPTABLE USES**
Britten School students may use the various resources provided by the Britten Network to pursue educationally related activities. Teachers and other staff should help guide students in their use of the Britten School Network so that students will learn how Internet resources such as discussion boards, instant messaging and chat rooms can provide valuable educational information from classrooms, schools, and other national and international sources. In addition to using the Britten School Network strictly for educational pursuits, students will be expected to follow generally accepted rules of network etiquette. These include, but are not limited to, the following:
1. Be polite. Do not become abusive in your messages to others.
2. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
3. Keep personal information, including the logins, passwords, addresses, and telephone numbers of students or colleagues confidential.
4. Use these resources so as not to disrupt service to other student authorized users.
5. Do not upload, post, e-mail, transmit, or otherwise make available any content that is unlawful, dangerous or may cause a security risk.

B. UNACCEPTABLE USES

Improper use of the Britten School Network is prohibited. Actions that constitute unacceptable uses of the Britten School Network and are not specifically addressed elsewhere in this policy include, but are not limited to:

1. Use of the Britten School Network for, or in support of, any illegal purposes.
2. Use of the Britten School Network for, or in support of, any obscene or pornographic purposes including, but not limited to, the retrieving or viewing of any sexually explicit material. If a student authorized user inadvertently accesses such information, he or she should immediately disclose the inadvertent access to a teacher, counselor, SSA faculty, or to the school administration. This will protect the user against allegations of intentionally violating this policy.
3. Use of the Britten School Network for soliciting or distributing information with the intent to incite violence, cause personal harm or bodily injury, or to harass or "stalk" another individual.
4. Non-educational uses of the Britten School Network including, but not limited to games, wagering, gambling, junk mail, chain letters, jokes, private business activities, raffles, fundraisers, religious activities or political lobbying.
5. Using Internet tools such as discussion boards, chat rooms, and instant messaging for personal rather than educational purposes.
6. Using profanity, obscenity or language that is generally considered offensive or threatening to persons of a particular race, gender, religion, sexual orientation, or to persons with disabilities.
7. Plagiarizing any information gained on or through use of the Britten School Network or any other network access provider.
8. Violating of any provision of the Illinois School Student Records Act (105 ILCS 10/1et seq.), which governs students' rights to privacy and the confidential maintenance of certain information including, but not limited to, a student's grades and test scores is prohibited.
9. Using the Britten Network for financial gain or for the transaction of any business or commercial activities.

C. **SECURITY**

All student authorized users are to report promptly any breaches of security violations of acceptable use and the transmission of web addresses or e-mail information containing inappropriate material (as outlined in Section III B of this policy) to their faculty or the school administration. Failure to report any incident promptly may subject the student authorized user to corrective action consistent with the Britten School handbook.

In order to maintain the security of the Britten School System, students are prohibited from engaging in the following actions:
1. Intentionally disrupting the use of the Britten School Network for other users, including, but not limited to, disruptive use of any processes or programs, sharing logins and passwords or utilizing tools for ascertaining passwords, or engaging in "hacking" of any kind, which is an illegal or unlawful entry into an electronic system to gain secret unauthorized information.
2. Intentionally spreading computer viruses or programs that loop repeatedly, or for the purpose of infiltrating a computer system without authorization or for damaging or altering without authorization the software components of a computer or computer system.
3. Downloading unauthorized games, programs, files, electronic media, and/or stand-alone applications from the Internet that may cause a threat to the Britten School Network.

V. STUDENT WEBSITES

Educational Purposes Student authorized users may create webpages as a part of a class activity. Material presented on a student's class activity website must meet the educational objectives of the class activity. Britten School has the right to exercise control over the content and/or style of the student webpages. Only those students whose parent(s) or guardian(s) have completed the attached Consent Form and Release may post their work or picture on student or school websites. Students whose work, likeness (as captured by photograph, video or other media) or voices are presented on a student website shall be identified by first name only for confidentiality and safety purposes.

VI. MONITORING

The Britten School Network is routinely monitored to maintain the efficiency of the system. Student authorized users should be aware that use of the Britten School Network, including their use of e-mail, is subject to reasonable and appropriate monitoring by OTS that abides by the requirements of all applicable state and federal laws. Any activities related to or in support of violations of this policy and/or the Student Handbook may be reported and will subject the user to sanctions specified either in the Student Handbook or in this policy.

VII. ASSUMPTION OF RISK

Britten School will make a good faith effort to keep the Britten School Network system and its available information accurate. However, student authorized users acknowledge that there is no warranty of any kind, either express or implied, regarding the accuracy, quality, or validity of any of the data or information available. Student authorized users further acknowledge that the information available through interconnecting networks may be inaccurate. Britten School has no ability to maintain such information and has no authority over these materials. Britten School makes no warranty of any kind, either express or implied, regarding the accuracy, quality, or validity of the data and/or information residing on or passing through the Britten School Network from outside networks. Use of the Britten School Network is at the risk of the student authorized user.