

Central Linn School District 552C

Student Permission Form/Agreement for an Electronic Communications System Account

Dear Parent or Guardian:

The world and education has changed in the last 10 years. Working with and communicating using technology has become an important part of learning and the learning process. Your student needs access to the school computers, network (both wired and wireless internet connection), software, storage (both local network and Google Apps for Education cloud computing), and possibly e-mail. They will use their accounts to share ideas, collaborate on projects, access library materials, complete many of their assignments, do in-class work, and complete research in school. In order to do this and be successful in school your student needs your permission to participate in Central Linn School District's electronic communications program. Your student may be able to communicate with other schools, colleges, organizations and individuals around the world through the Internet and other electronic information systems/networks. Use of the network and computer systems is necessary for most of your student's courses and educational opportunities, and for students in grades 7-12 a Central Linn issued Google Apps for Education student e-mail and cloud computing account has become very important as well. Many teachers use student e-mail communication for their classes, and this trend will only grow as time goes on.

The Internet is a system which links a web of smaller networks creating a large and diverse communications network. Internet access and network privileges allow your student the opportunity to share information, learn concepts, prepare projects and assignments, and research a vast multitude of subjects using a computer system without leaving the school building or in some cases the classroom itself. With this educational opportunity also comes responsibility. The school network and internet connection is only for educational purposes. It is important that you and your student read the district policy, administrative regulation, and agreement form and discuss these requirements together. Inappropriate system use will result in discipline up to and including expulsion from school, suspension or revocation of your student's access to the district's system and/or referral to law enforcement officials.

Although the district is committed to practices that ensure the safety and welfare of system users, including the use of technology protection measures such as Internet filtering and staff monitoring of student computer use, please be aware that there may still be material or communications on the Internet that district staff, parents, and students may find objectionable. While the district neither encourages nor condones access to such material, it is not possible for us to eliminate that access completely.

Attached to this letter is the **REQUIRED** agreement for your student to read and sign stating his/her agreement to follow the district's Electronic Communications System policy and administrative regulation. This agreement requires **BOTH** your signature and your student's signature. For e-mail **YOU MUST** specify permission if an e-mail account for your student is to be issued. This agreement **must be signed and renewed each year**, and will be kept on file at the school, for your student to be allowed access to the district's computers and communications/e-mail systems. Your student will NOT have access to the school computers for assignments, research, or any projects until this form has been completed and turned in to the office. You may select to only allow computer/internet access and not e-mail (however not having school e-mail could make it more difficult for your student to communicate on assignments and projects and make sharing documents difficult during group projects). You should review the district's complete policy for electronic use (policy IIBGA) at <http://www.centrallinn.k12.or.us/district/policies.php> on the district webpage when signing and agreeing to provide your student electronic access.

Please review these materials carefully with your student and return the signed attached agreement form (keep this letter) to the school office indicating your permission for your student to participate in the district's electronic communications system and permission or denial of permission for e-mail. Please be aware that most classes assign Internet research and/or utilize various websites (and many use student e-mail for communication and website registration) for educational opportunity as part of the curriculum. All computer workstations in the district have Internet access and network login is required. Computer access without internet access is generally not an option. ***You have two options for all grade levels: JH/HS: You may choose to allow your student in grades 7-12 (including students in grades 7 or 8 under the age of 14 with your permission) to have open e-mail that will allow communications with anyone or no e-mail while still maintaining network and internet access. For ELEMENTARY students grades K-6 you may choose to allow inside district only e-mail as implemented by technology and elementary staff or no e-mail while still maintaining network and internet access.***

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Student Agreement for an Electronic Communications System Account

General Rules for Student Use of the Internet & computer Devices in Central Linn Schools (read full district policy for complete policies)

1. Students may use the Internet at school only when supervised by a staff member. This includes any electronic device with internet access wired or wireless while at school.
2. Students shall not use the district's computers, network, internet access (wired or wireless using any electronic device), and e-mail, for any non-educational activity including but not limited to streaming audio or video not directly related to an assignment (i.e. YouTube), game playing (online or otherwise), non-school related e-mail, chat, or text messaging.
3. Students sending messages to others through the Internet, including but not limited to electronic mail, shall not use inappropriate language or symbols, harass or threaten others, or publish or display objectionable (or potentially objectionable) materials such as pornography.
4. Students shall not use any electronic mail to encourage the use of tobacco, alcohol or other controlled substances or otherwise promote any activity prohibited by school or district policy or by the law.
5. Students shall not use an excessive amount of bandwidth (non-educational audio/video streaming) or storage space on the school's computer system.
6. Students shall not knowingly take steps to avoid the district internet/network filter.
7. Students shall not use another person's login information for any reason (i.e. username, password or other computer user information for access to the school's computer system, network, Internet, Google Apps for Education account, email, or various websites).
8. Students shall not download and/or install any data/program/file/etc., use instant messaging of any kind, or alter settings on any computer system (including electronic equipment issued to the student by the school on or off school property) unless specifically authorized to do so by district technology staff.
9. Students shall not access or utilize school data bases or information systems that are not designed for student use.
10. Students shall not read, copy, change or otherwise interfere in any way with another student's (or staff member's) use of the computer systems, network, Internet, or email.
11. Students shall not vandalize, damage, modify, alter, or destroy school computer equipment, including networking equipment and connections, computer hardware and software, or information contained in the school's computer system online or local network.
12. Students shall not upload, download, use, reproduce or distribute information, data, software or file share music, videos or other copyrighted material on the school system or Internet without the author's permission. Copyright materials include written, musical, graphic or other artistic work created by someone other than the student and protected by copyright laws. Off campus and outside-of-school-time conduct that violates this regulation or the district's Student Code of Conduct may also be the basis for discipline if it has the potential to disrupt or impact the safe and efficient operation of the school or interfere with the rights of others.

Failure to follow any of the rules regarding computer use may result in disciplinary consequences for offending students as per school guidelines for student conduct, including but not limited to the temporary or permanent loss of computer privileges or suspension or expulsion from school. Cyber bullying, electronic harassment, or violation of copyright law may additionally be reported to law enforcement officials and may result in criminal or civil sanctions.