

## **SAULT STE. MARIE AREA PUBLIC SCHOOLS NETWORK AND INTERNET ACCESS ACCEPTABLE USE POLICY**

Sault Area Schools provides students access to the District's electronic network. This network includes, but is not limited to, Internet access, computer services, videoconferencing, computer equipment and related equipment for educational purposes. The purpose of this network is to assist in preparing students for success in life and work in the 21st century by providing them with electronic access to a wide range of information and the ability to communicate with people throughout the world. This document contains the rules and procedures for students' acceptable use of the Sault Area Schools electronic network and applies to all school-owned equipment whether it is used onsite or offsite.

- A. District Guidelines Violations of this policy may result in the loss of access privileges as well as other disciplinary and/or legal action as determined by Administration.
  - 1. The Sault Area Schools electronic network has been established for educational purposes. The term "educational purpose" includes classroom activities, career development and limited high-quality self-discovery activities.
  - 2. The Sault Area Schools electronic network has not been established as a public access service or a public forum. Sault Area Schools has the right to place reasonable restrictions on material that is accessed or posted throughout the network.
  - 3. It is presumed that students will honor this agreement. The District is not responsible for the actions of students who violate it beyond the clarification of standards outlined in this policy. Users will reimburse the District for any damage that is caused by students' inappropriate use of the network or equipment.
  - 4. The District reserves the right to monitor all activity on this electronic network and to view and/or delete such files as deemed unlawful, obscene, pornographic, abusive or otherwise objectionable.
  - 5. The District reserves the right to take disciplinary action based on actions taken on or off of school property that are intended to disrupt the educational or psychological success of another student or group of students who are in attendance of the school or using the District network.
- B. General Unacceptable Behavior Students are accountable for acceptable behavior as defined in the Student Handbook while on the network or using technology offline, and inclusive of additional guidelines indicated in the Network Acceptable Use Policy.
  - 1. The District and/or network resources are intended for the exclusive use by their registered users. The student is responsible for the privacy of his/her account access credentials (i.e., login & password, etc.). Any problems which arise from the use of a user's account are the responsibility of the account holder. Furthermore, use of an account by

someone other than the registered account holder is forbidden and subject to disciplinary action.

2. Students will not circumvent Internet filtering by any means, including but not limited to external proxies, or other programs designed for such purposes. 34
3. Students will not download, install or copy unauthorized licensed or copyrighted software
4. Students will not knowingly or recklessly post false or defamatory information about a person or organization.
5. Students will not abuse network resources such as sending chain letters or spamming.
6. Students will not display, access or send offensive messages or pictures.
7. Students will not use the Sault Area Schools electronic network for commercial-for profit, illegal, or other unauthorized purposes (i.e. advertisements, political lobbying) in any form
8. Students will not attempt to access non-instruction District systems such as student information systems or business systems.
9. Students will not use any wired or wireless network (including third party Internet service providers) with equipment brought from home. Only equipment owned by the District is to be used by students.
10. Students will not use the District equipment, network or credentials to send or post electronic messages. that are inappropriate in an educational setting, abusive, obscene, sexually oriented, threatening, discriminatory, cyber-bullying, harassing or damaging to another's reputation, or illegal.
11. Students will not repost a message individually or publicly that was sent to them privately without permission of the person who sent them the message

#### C. E-Mail

1. Email for students in the elementary and middle school grades may be provided by the District as needed.
2. High School students will be provided with e-mail accounts

#### D. World Wide Web

1. Sault Area Schools makes every available attempt to protect its students from damaging images or texts found on the Internet, but no system can be considered 100% effective and as such the District cannot be held liable for damages, psychological or monetary, caused by the use of or viewing of any contents of the internet.
2. Students will not circumvent Internet filtering by any means, including but not limited to external proxies, or other programs designed for such purposes.

## Chromebooks Issued to Students

Students are issued a Chromebook and power adapter which is the property of Sault Ste. Marie Area Public Schools. This equipment does not belong to the student or their family personally. It is the student's responsibility to take care of it.

The expectation is for all equipment to be returned to the district upon request, at the completion of coursework, if there are any mechanical issues, or if the relationship between student and district is severed for any reason.

## Problems and Repairs

If there is any damage as a result of student's or family's abuse or neglect, they are responsible to pay for all repairs or the replacement cost of said device(s) unless a separate written agreement is made with the district.

In the event there are any problems with this equipment, the student should follow our school process

Fill out a paper ticket in the main office and leave the paper inside of the device. Both items go into the "Repair" Box in the office. The student should complete the online form found at <https://www.saultschools.org/repair> to notify technicians that they have left a device for repair.

All repairs and/or replacements will be completed by the district and their certified technicians

## Repair Costs

- Camera/Microphone \$40
- Power Adapter \$45
- Touchpad \$45
- Top Cover \$60
- Bottom Cover \$60
- Screen \$75
- Keyboard \$175
- Device Replacement \$275

If estimated repair cost exceeds \$200, the device will be considered a total loss and be replaced at a cost of \$275.

## Theft

If the device is stolen, the student and parent shall immediately notify the school administrator and file the appropriate police report at the time of the incident. The district may assist in the recovery of the devices if possible.

## End of School Year

At the end of the school year, all devices and equipment noted on this form will be returned to the district.