

# HENRIETTA ISD ELECTRONIC COMMUNICATION ACCEPTABLE USE POLICY

## STUDENT ACCEPTABLE USE POLICY

Henrietta Independent School District provides a variety of electronic communications systems for educational purposes. The electronic communications system is defined as the District's network (including the wireless network), servers, computer workstations, mobile technologies, peripherals, applications, databases, online resources, Internet access, email, and any other technology designated for use by students, including all new technologies as they become available. Including any access to the Henrietta ISD electronics system while on or near school property, in school vehicles and at school-sponsored activities, and consists of the appropriate use of district technology resources via off-campus remote access. Please note that the Internet is a network of many types of communication and information networks, including Web 2.0 resources (Blogs, Wikis, Podcasts, etc.), and is part of the district's electronic communications systems.

In accordance with the Children's Internet Protection Act, Henrietta Independent School District educates staff and students regarding appropriate online behavior to ensure Internet safety, including use of email and Web 2.0 resources, and has deployed filtering technology and protection measures to restrict access to inappropriate content such as those that are illegal, harmful, or contain potentially offensive information. While every effort is made to provide the most secure and optimal learning environment, it is not possible to completely prevent access (accidental or otherwise) to inappropriate content. It is each student's responsibility to follow the guidelines for appropriate and acceptable use. We currently use Senso.Cloud monitoring software on all district assets.

## APPROPRIATE USE

- Students may only open, view, modify, and delete their computer files.
- Internet use at school must be directly related to school assignments and projects.
- Students will be assigned individual network accounts and email accounts (email is for high school courses) and must use only those accounts and passwords that they have been granted permission by the district to use. All account activity should be for educational purposes only.
- Students must immediately report threatening messages or discomfiting Internet files/sites to a teacher.
- Students must at all times use the district's electronic communications system, including email when necessary, wireless network access, and Web 2.0 tools/resources to communicate only in ways that are kind and respectful.
- Students are responsible at all times for their use of the district's electronic communications system and must assume personal responsibility to behave ethically and responsibly, even when technology provides them the freedom to do otherwise.
- Students will use HISD\_GUEST Wi-Fi access for filtering purposes on Bring Your Own Technology devices.

## INAPPROPRIATE USE

- Wireless hotspots not provided by HISD and are prohibited on the HISD network.
- Using the district's electronic communications system for illegal purposes including, but not limited to, cyberbullying, gambling, pornography, and computer hacking.
- Using a Virtual Private Network (VPN) program to bypass HISD filtering and or monitoring systems.
- Disabling or attempting to disable any system monitoring or filtering or security measures
- Sharing user names and passwords with others; and or borrowing someone else's username, password, or account access.
- Purposefully opening, viewing, using or deleting files belonging to another system user without permission.
- Electronically posting personal information about one's self or others (i.e., addresses, phone numbers, and pictures).
- Downloading or plagiarizing copyrighted information without permission from the copyright holder.
- Intentionally introducing a virus or other malicious programs onto the district's system.

- Electronically posting messages or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
- Gaining unauthorized access to restricted information or network resources.
- Using a computer or the network for illegal purposes.

#### SPECIAL NOTE: CYBERBULLYING

Cyberbullying is defined as the use of any Internet-connected device for the purpose of bullying, harassing, or intimidating another student. Including, but not be limited to:

- Sending abusive or offensive text messages to cell phones, computers, or Internet-connected game consoles.
- Posting abusive or offensive comments on someone's blog or social networking site (e.g., Facebook, Instagram, Snap Chat, etc.).
- Creating a social networking site or web page that masquerades as the victim's personal site and using it to embarrass him or her.
- Making it appear that the victim is posting malicious comments about friends to isolate him or her from friends.
- Displaying the victim's personally identifiable information on a site to put them at risk of contact by predators.
- Sending abusive comments while playing interactive games.
- Recording and distributing media with the intent to manipulate or embarrass others.

#### CONSEQUENCES FOR INAPPROPRIATE USE

- Appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws including monetary damages.
- Suspension of access to the district's electronic communications system.
- Revocation of the district's electronic communications system account(s); and or
- Termination of System User Account: The district may deny, revoke, or suspend specific user's access to the district's system with or without cause or notice for lack of use, violation of policy or regulations regarding acceptable network use, or as a result of disciplinary actions against the user.
- Possible criminal charges.

#### ELECTRONIC COMMUNICATION DEVICES

##### Bring Your Own Technology

Henrietta ISD will permit all students to bring a personal web-enabled device from home to campus for their academic use. Student use of personally owned devices in the classroom setting will be at the discretion of campus administration and or classroom teachers. When students are using web-enabled devices at school, they will be required to use the HISD\_Guest filtered wireless network. All devices must remain silent or be put away unless being used within a lesson during class time. Devices include, but are not limited to, the following: notebooks, smartphones, tablets, iPads, iPods, mp3 players, and eReaders. Students are responsible for personal property brought to school and should keep personal items with self or in a locked space.

BYOT in Henrietta ISD is for educational purposes only. Students are not to capture, record, or post digital media (including video files, audio files, pictures, etc.) for non-educational purposes. In the event the technology is misused, disciplinary consequences may occur. Henrietta ISD is not responsible for lost, damaged, or stolen devices.

Please sign and return the signature sheet to confirm you are aware of the HISD Student Acceptable Use Policy.

# HENRIETTA ISD STUDENT ACCEPTABLE USE POLICY ACCEPTANCE SIGN OFF SHEET

## STUDENT AGREEMENT

I have received a copy of the agreement and I understand that my use of the Henrietta ISD electronic communication system is not private and that the Henrietta ISD will monitor activity on the computer system.

I have read the district's Student Acceptable Use Policy and I agree to abide by their provisions.

I understand that violation of these provisions may result in suspension or revocation of system access as well as appropriate disciplinary action.

Student Name (Please Print) \_\_\_\_\_

Campus \_\_\_\_\_ Grade \_\_\_\_\_ Student ID \_\_\_\_\_

Student Signature \_\_\_\_\_

## PARENT AGREEMENT:

I have received a copy of the agreement and I understand that my child's use of the Henrietta ISD electronic communication system is not private and that the district will monitor activity on the computer system.

I have read the district's Acceptable Use Policy and agree my student will abide by their provisions.

I understand that violation of these provisions may result in suspension or revocation of system access as well as appropriate disciplinary action.

Parent/Guardian Name-Please Print \_\_\_\_\_

Parent/Guardian Name-Signature \_\_\_\_\_

Date \_\_\_\_\_