

## TECHNOLOGY ACCEPTABLE USE / PHOTO PERMISSION FORM

Lake Shore Public Schools is pleased to offer students the use of computing devices and a network for Internet access. To gain access to the Internet, all students must agree to comply with the guidelines set forth below.

### What is possible?

Access to the Internet will enable students to explore thousands of libraries, databases, museums, and other repositories of information. Families should be aware that some material accessible on the Internet might contain items that are illegal, defamatory, inaccurate, and/or potentially offensive. While the purpose of school Internet resources is for constructive educational goals, students may find ways to access other materials. *We believe that student benefits from school Internet access, i.e.; information resources and opportunities for collaboration, exceed the potential disadvantages.*

### What is expected?

Students are responsible for appropriate behavior on the school's computing device network just as they are in a classroom or on a school playground. Communications on the network are often public in nature. General school rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules set forth below. **The use of the network is a privilege, not a right, and may be revoked if abused.** *The user is personally responsible for his/her actions in accessing and utilizing the school's computing device resources.* Lake Shore Public School students are advised against accessing, keeping, or sending anything that they would not want their parents or teachers to see.

### What are the rules?

**Privacy** -- Network storage areas may be treated like school lockers. Network administrators may review communications and files to maintain system integrity and to ensure that students are using the system responsibly.

**Storage capacity** -- Users are expected to remain within allocated disk space and delete unnecessary materials which take up excessive storage space.

**Illegal copying** -- Students shall never download or install any commercial software, shareware, or freeware onto the Lake Shore network or computing devices, unless they have written permission from the Director of Technology. Students shall not copy other people's work or intrude into other people's files.

**Inappropriate materials or language** -- The use of profane, abusive or impolite language shall not be allowed, nor shall materials be accessed which are not in line with the rules of appropriate school behavior. Basically, students shall not view, send, or access materials that they would not want their teachers or parents to see. Should students encounter such material by accident, they should immediately report it to their teacher.

## **Rules of Appropriate Use**

These are guidelines to follow to prevent the loss of network privileges at Lake Shore Public Schools:

1. Do not use a computing device to harm other people or their work.
2. Do not damage the computing device or the network in any way.
3. Do not interfere with the operation of the network by installing or downloading any software, shareware, or freeware.
4. Do not violate copyright laws.
5. Do not view, send, or display offensive messages or pictures.
6. Do not share any passwords.
7. Do not waste limited resources such as network bandwidth, disk space or printing capacity.
8. Do not trespass in another person's folders, work, or files.
9. Notify an adult immediately if you encounter materials that violate the Rules of Appropriate Use.
10. BE PREPARED to be held accountable for your actions and for the loss of privileges if the Rules of Appropriate Use are violated.

**\* \* \* Please complete and return the next page \* \* \***

**STUDENT COMPLIANCE AGREEMENT:**

As a user of the \_\_\_\_\_ School network, I agree to comply with the above stated rules and to use the network in an academically constructive manner.

**Student Name** (print) \_\_\_\_\_

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

**DATE:** \_\_\_\_\_

**PARENT PERMISSION FOR THE PUBLICATION OF STUDENT WORK AND/OR IMAGES:**

Lake Shore Public Schools maintains web pages on the Internet as part of our commitment to the communication process. These pages provide information about the activities of Lake Shore Public Schools, its employees and students and can be viewed by anyone with access to the Internet.

Throughout the school year we have many activities during which we may take photographs or video of students and/or their work.

This form documents that you are willing to release your child's projects, photographs, video images and/or voice recordings into the public domain (includes news media and Internet.) There is no monetary compensation for the use of these projects and images.

- ❖ I give permission for my child to be photographed or videotaped and for my child's work and/or images of my child to be published on the Internet, **in the yearbook** and in the news media.  
(Circle response.) Yes / No

**Parent Name** (print) \_\_\_\_\_

**Parent Signature** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**By selecting NO,  
you are saying no to  
ALL of the options  
listed**

*This permission remains in effect for the entire time your child attends school in this building.  
If you wish to change your permission, please contact the main office.*