

**PORTOLA MIDDLE SCHOOL
WCCUSD STUDENT USE OF TECHNOLOGY AGREEMENT**

This form must be completed and returned to the school before students will be permitted to use any computers or the Internet at the school site. This form will be kept in the student permanent cumulative record folder. This agreement must be renewed every school year.

Student Name (please print): _____ / _____ Grade: _____
Last First

SECTION 1:

**PARENT PERMISSION TO PARTICIPATE IN
WCCUSD ELECTRONIC COMMUNICATION OR COMPUTER SYSTEMS**

YES, I give permission for my child to participate in the school district's electronic communications or computer systems. In consideration for the privilege of my child using the district's computer systems, electronic communications, access to the Internet, and public networks, I hereby release the school district, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my child's use, or inability to use, the system, including, without limitation, the types of damage identified in the school and district acceptable use policy(s), as attached, and administrative regulations.

NO, I do not give permission for my child to participate in the school district's electronic communications or computer systems.

We have read the district's acceptable use policy and by signing below, both the parent and student agree to the terms of this policy.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Address: _____ Home phone number: _____

SECTION 2:

**PARENT PERMISSION FOR
THE PUBLICATION OF STUDENT WORK**

I understand that the school or district may wish to publish on an Internet accessible world-wide web server examples of student projects, class assignments, extracurricular activity projects, materials devised to promote school programs. Such items include but are not limited to original creative artwork, music, literary or scholarly research or writing, and other works. I understand that this information is accessible by anyone who can access the Internet.

NOTE: Portola Middle School policy forbids Internet posting of individual student identification including, but not limited to, a student's initials, full or partial name, photograph or other image.

Please check one of the options below:

YES, My child's original work (without identification) may be published on the Internet

NO, I would prefer that my child's work not be published on the Internet

WCCUSD Student Use of Technology Policy / Agreement

The principal or designee shall oversee the maintenance of each school's technological resources and may establish guidelines and limits regarding their use. He/she shall ensure that all students using these resources receive training in their proper use as well as copies of related district policies and regulations. Students, users, and parents should be aware that access to, and use of school and district technology is a privilege and not a right.

Computers, On-line Services, Networks, and the Internet

User Obligations and Responsibilities:

Students are authorized to use the district's computers and on-line services in accordance with user obligations and responsibilities as specified below once this document is signed by both the student and his/her parent or guardian and returned to the school. This Use Policy must be renewed each school year.

1. The student in whose name a network or on-line services account is issued (if applicable) is responsible for its proper use at all times. Students shall not post personal account numbers, passwords, pictures (unless authorized), home addresses, telephone numbers, or other personal or private information on any school or district computer system, network, or Internet web page. All users shall use the system only under their own login or account.
2. The system shall be used only for purposes directly related to education. Commercial, financial gain, political activism, gaming, chat rooms (unless authorized and supervised by the instructor), and/or personal use of the district's system is strictly prohibited. The district reserves the right to monitor and view any on-line communications, files, or documents to maintain system integrity and insure that users are using the system responsibly. Students and users understand that any work stored on district computer systems and servers is not private.
3. Users shall not use the system to encourage the use or sale of drugs, alcohol or tobacco, nor shall they promote unethical practices or any activity prohibited by law or district policy.
4. Users shall not create or transmit material that is threatening, obscene, disruptive or sexually explicit, or that could be construed as harassment or disparagement of the others based on their race, national origin, gender, appearance, sexual orientation, age, disability, religion or political beliefs.
5. Copyrighted material may not be placed on the system without the author's permission. Unless specified otherwise, users may download copyrighted material for their own educational or instructional use. However, such material shall not be distributed or duplicated without the author's written permission.
6. Vandalism or blatant misuse will result in the cancellation of user privileges. Vandalism includes uploading, downloading or creating computer viruses, unauthorized installation of any software, and/or any malicious attempt to harm or destroy district equipment or materials or the data of any other user.
7. Users shall not read other users' mail or files without permission; they shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to read, delete, copy, modify or forge other users' mail or files.
8. Password sharing and account trespassing are strictly forbidden and such acts will result in disciplinary action. The sharing of documents and data (unless authorized by the teacher), selling, or purchasing of term papers, book reports and other forms of student work is strictly prohibited.
9. Students and users will not participate in any acts related to credit card fraud, online transactions, electronic forgery, and other forms of illegal and unacceptable behavior. The school and the district will not be responsible for unauthorized costs incurred by students or users, nor will the school or district vouch for the accuracy of information obtained through the Internet, nor will the school or district be responsible for students' or users' negligence, acceptable use policy violations, or mistakes.
10. Users are expected to keep all network and email messages brief and use appropriate language and decorum.
11. Users shall report any security problem or misuse of the computers and networks to the teacher or principal. reserves the right to dispense the final disciplinary action(s).

Violations and Disciplinary action(s)

Violations of the above regulations and policies in the current school year will result in some form of disciplinary action(s).

1. Any violation that is determined to be illegal may result in criminal prosecution.
2. Parents may be held financially responsible for costs incurred as a result of their student's act of intentional vandalism or damage to software, computers, or related hardware.

Disciplinary measures are listed below. Final dispensation will be determined by the school administration or the district.

- **First violation:** Depending on the severity of the act, disciplinary action will include parent/guardian notification, and may also include detention, writing assignment, denied access to computer usage for a duration of no more than one quarter (45 days) and/or suspension from school. The school and/or district

- **Second violation:** Depending on the severity of the act, disciplinary action will include parent/guardian notification and denied access to computer usage for the duration of no more than one semester (90 days) and may include detention, writing assignment, suspension from school. The school and/or district reserves the right to dispense the final disciplinary action(s).
- **Subsequent violations:** Parent/Guardian will be notified that the user will not be allowed to use school or district computer systems for the remainder of the school year and may include suspension from school. The school and/or district reserves the right to dispense the final disciplinary action(s).