INTERNET/NETWORK USER POLICY – Student Handbook

To obtain a computer account that will allow access to the network, internet, or electronic mail resources, all students and their parents/guardians must read and sign their school's handbook or agenda containing the Acceptable Use Policy. All students are bound and required to adhere to all Network/Internet bylaws and policies established by Administration and the Board of Education. Approved accounts will be created for students in grades 2-12.

When you obtain a Twinsburg City School District (TCSD) network account, it is understood the account is to be used for class work or individual school related research. You are responsible for your account's use or misuse. The school code of conduct applies.

TCSD may also provide students with G Suite for Education (G Suite) accounts. Google Apps for Education run on an Internet domain purchased and owned by the school and is intended for educational use. This includes a TSCD issued email account (Policy 7540.06). G Suite is also available at home, the library, or anywhere with Internet access. School staff will monitor student use of G Suite when students are at school. Parents are responsible for monitoring their child's use of G Suite when accessing programs from home.

Google extensions are Additional Services not covered by our G Suite for Education agreement. Most Additional Services are governed by the Google Terms of Service and privacy Policy, and some have service-specific terms. The G Suite for Education Privacy Notice describes how Google collects and uses information for Apps for Education accounts. You can learn more about the difference between Core and Additional Services in the Google Help Center. We are required by our G Suite agreement to get parental consent before allowing students to use Google Additional Services. The Twinsburg City School District will comply with all laws and regulations including, as applicable, the Family Educational Rights and Privacy Act (FERPA) and the Children's Online Privacy Protection Act (COPPA).

Students are responsible for their own behavior at all times. Students should take all reasonable precautions to prevent others from being able to use their account. Passwords must be constructed so that they are not obvious or easily determinable. Under no conditions should a student provide his or her password to another person.

Student accounts (TCSD and G Suite) and the files on them are school property, not your private property. School personnel reserve the right to inspect its property. Students should have no expectation of privacy

Access to the TCSD network and G Suite is considered a privilege. TCSD maintains the right to immediately withdraw the access when there is reason to believe that violations of law or District policies have occurred. In such cases, the alleged violation will be referred for further investigation and account restoration, suspension, or termination.

The use of personal communication devices (hereafter referred to as "PCDs") on campus is a privilege which the District grants to any student who is willing to assume the responsibility of abiding by the guidelines set forth in Policies 5136, 5136.01, and 5136.02. PCDs include computers, tablets (e.g., iPads and similar devices), electronic readers ("e- readers", e.g., Kindles and similar devices), cell phones, smartphones, iPods, and/or other web-enabled

devices of any type. All policies set in place in the AUP continue to apply when the student uses his/her PCD on campus.

Students may connect to the TCSD wireless network from a PCD (and only wirelessly) with their network username and password for educational purposes only. However, they may not do so in a classroom without explicit teacher approval.

The District reserves the right to inspect a student's PCD if there is reason to believe that the student has violated any Board of Education policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.

Students must surrender their PCD to district personnel upon request. See Policy 5136 – Personal Communication Devices.

Avoid illegal activities. These include tampering with computer hardware or software, unauthorized entry into computer files, or vandalism or destruction of computer files. Obey all copyright laws applying to software and its use. We are governed by the U.S. Copyright Code, PL 94-553 and PL 96-517 Section 117, and U.S. Code 2510.

Profanity or obscenity will not be tolerated on the network. All users should use language appropriate for school situations as indicated by school codes of conduct. Students must respect the right of others in the school and on the internet at large. Personal attacks are an unacceptable use of the network.

Harassment, intimidation, or bullying behavior by any student is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation, or bullying", in accordance with R.C. 3313.666 means any intentional written, verbal, graphic or physical act including electronically transmitted acts i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students, with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate.

If you are the victim of a personal attack ("flame"), respond rationally if a response is appropriate and bring the incident to the attention of a person in authority.

Users must be aware that there are many services available on the internet that could potentially be offensive to certain groups or users. The Twinsburg City School District cannot eliminate access to all such services. Individual users must take responsibility for their own actions in navigating the network. Policy is subject to change per Board of Education action during the school year.

Student Name:_____ Grade:_____

Parent/Guardian Signature: _____ Date:_____

For Office Use Only:

Date Received _____ Changed in InfoSnap _____ Initials_____