4526-E.1

Technology Responsible Use Policy ("RUP") For Elementary School Students

The Katonah-Lewisboro School District (the "District") provides access for students and staff to computer technology and the Internet. All school community members must share the responsibility for seeing that our technology resources are used in an effective, efficient, ethical and lawful manner. It is a privilege to have access to these resources and therefore, all users must agree that they will comply with these guidelines. **Parent(s)/guardian(s) of elementary school students are required to review this Responsible Use Policy with their child and sign the Acknowledgement Form in order for the student's network account to remain active.**

When using the District's technology facilities and resources, or his/her own personal device(s) on the District's network or on school property:

My child understands that he/she may not install any software or games on any District device or the District's network and that he/she may not change the computer system in any way.

My child will only connect to sites that have been allowed by his/her teacher, and will demonstrate appropriate behavior in keeping with the District's Code of Conduct and applicable laws.

My child understands that any information he/she saves is not private and the District may access it at any time; that he/she is responsible for any damages, direct or indirect, that result from use of the District's technology facilities or resources; and that any unauthorized access or use of the District's technology facilities or resources is strictly prohibited.

My child will treat the District's equipment with care and ensure that equipment is returned in the condition it was provided. If District equipment assigned to my child is inadvertently or otherwise damaged, he/she shall report any equipment or software problems to a District staff member immediately.

As a general rule, elementary students are prohibited from bringing their own devices to schools except in the event that a teacher and parent/guardian have jointly authorized the use of such device. The District is not responsible for any damage, maintenance or replacement costs associated with students' personal devices.

My child will use social media at school only when my teacher includes it as a part of a learning activity, and in this case, will use it respectfully.

My child will keep my teacher informed when something inappropriate accidentally or otherwise appears on a device or when he/she has knowledge of it on another device.

Please keep a copy of this Policy for your reference.

Parent(s)/guardian(s) of elementary school students are required to review this Responsible Use Policy with their child and sign the Acknowledgement Form. If a hard copy is signed, the RUP must be returned to the School Office.

First Reading: July 3, 2013
Second Reading and Adoption: August 5, 2013
Revised: July 17, 2017

4526-E.1

Acknowledgement Form
Katonah-Lewisboro School District
Technology Responsible Use Policy ("RUP") For Elementary School Students

The District has taken reasonable steps to provide a safe and secure network for all users. However, the District cannot prevent all inappropriate interactions on the network either inadvertently or through irresponsible behavior. Further clarification is available through the building administrator.

I understand that if my child violates these guidelines, his/her technology privileges may be suspended, and other school discipline and/or appropriate legal action may be taken against him/her.

_____ _____
Print Name of Parent/Guardian Signature of Parent/Guardian

_____ _____
Print Name of Student 21-22 Grade Level of Student

Date Signed: _____