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## **Delaware Academy of Public Safety and Security (DAPSS) Acceptable Use Policy for Technology**

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### School Responsibilities

- ▶ We will provide cadets in grades 9-12 with a Chromebook to use during the academic year. Cadets will return the Chromebook at the end of the school year.
- ▶ We will provide cadets with wireless digital access to academic content and resources at school.
- ▶ We will encourage cadets and staff to use electronic resources to promote educational excellence through resource sharing, innovation, communication and electronic tools.
- ▶ We will provide internet filtering capabilities in accordance with the Children's Internet Protection Act (CIPA).

### Wireless and Internet Filtering Information

While at school, cadets will be required to authenticate the device to the school's internet filtering server prior to use. Students may not connect to the internet in any other way and attempt to bypass the school's internet filtering server will constitute a violation of the school's Acceptable Use and Internet Safety Policy. Once on the school's wireless network, all users will have filtered internet access just as they would on any other school-owned device. The filtering capabilities provided by the school meet the guidelines established by the Children's Internet Protection Act (CIPA).

### Cadet Responsibilities

The school-provided Chromebook is an important learning tool to be used for educational purposes. In order to use the device each day, the cadet must be willing to accept the following responsibilities:

- ▶ I will sign and return the DAPSS Acceptable Use Policy for Technology.
- ▶ At ALL times when using my Chromebook, I will follow the Acceptable Use and Internet Safety Policy, all related policies adopted by the DAPSS Board, and abide by all local, state and federal laws.
- ▶ I agree to follow all of the rules in the Cadet Honor Code of Conduct when using my Chromebook.
- ▶ I will be responsible for ALL damage or loss of the device due to **NEGLECT OR ABUSE**.
  - 1st occurrence of accidental disabling damage - Covered at no charge.
  - 2nd occurrence of accidental disabling damage - a \$50 co-pay replacement charge shall be paid to Delaware Academy of Public Safety and Security prior to a replacement device being issued.
  - Any additional occurrences of disabling damage shall result in the cadet being billed for the total cost repairing or replacing the Chromebook (approx. \$300).
- ▶ I will not try to repair my Chromebook.
- ▶ I will notify the school's Technology Specialist and my parents of any damage to the device as soon as possible.
- ▶ I will treat my device with care by not dropping it, not letting it get wet, not leaving it in extreme weather conditions, and not using it with food or drink nearby.
- ▶ I will correctly place the Chromebook in my classroom charging cart and charge the Chromebook battery each night.
- ▶ I will carry my Chromebook closed and carry it in the provided case.
- ▶ I will keep my Chromebook clean.
- ▶ I understand that the device assigned to me is on loan from Delaware Academy of Public Safety and Security. All accounts, programs, and files are subject to inspection at any time without notice.

- ▶ I will not lend my device to anyone. This includes family members and friends. Note: I could be held responsible for any inappropriate content on the school-issued Chromebook.
- ▶ I understand that school officials have the ability to monitor my use of the device AT ALL TIMES and that communications, files, internet search activities and any other actions using the device are not considered to be private.
- ▶ I agree that any computer communication should be used only for appropriate, legitimate, and responsible communication.
- ▶ I will keep all passwords assigned to me secure.
- ▶ I agree not to share personal information about myself (full name, address, etc.) or about my family, friends or anyone else.
- ▶ I agree not to search for, download, display, post, or distribute vulgar, offensive material or images described in applicable school policies. (See the Academy Honor Code of Conduct and/or Internet Safety Policy.)
- ▶ I agree to abide by all school rules that address electronic device procedures when I am not in an academic class.
- ▶ I will return the device when requested, at the end of the school year or upon my withdrawal.

### Parent/Guardian Responsibilities

The cadet named below is being issued a Chromebook to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this computer.

- ▶ My cadet & I will sign and return the DAPSS Acceptable Use Policy for Technology.
- ▶ My child and I will be responsible for ALL damage or loss of the device due to NEGLECT OR ABUSE.
  - 1st occurrence of accidental disabling damage - Covered at no charge.
  - 2nd occurrence of accidental disabling damage - a \$50 co-pay replacement charge shall be paid to Delaware Academy of Public Safety and Security prior to a replacement device being issued.
  - Any additional occurrences of disabling damage shall result in the cadet being billed for the total cost repairing or replacing the Chromebook (approx. \$300).
- ▶ I will review materials provided by the school to ensure that I understand the school's responsibility, the cadet's responsibility, and my responsibility. We will discuss at home the acceptable and unacceptable uses of the device according to school policies.
- ▶ I understand that school officials have the ability to monitor my child's use of the device AT ALL TIMES and that communications, files, internet search activities and any other actions using the device are not considered to be private.
- ▶ I understand that the school has made reasonable attempts to provide a safe computing environment for cadets within the school's network. I also understand that it is impossible to guarantee cadets will not gain access through the internet to information and communications that they and/or parents/guardians may find inappropriate, offensive, objectionable or controversial.

# **Parent/Guardian and Cadet Acceptable Use Policy Agreement**

**Instructions: Please sign and return this document by Thursday, August 30, 2018.**

By signing this document, my cadet and I agree to the following:

- ▶ My cadet and I will sign and return the DAPSS Acceptable Use Policy for Technology.
- ▶ My cadet and I will be responsible for ALL damage or loss of the device due to NEGLECT OR ABUSE.
  - 1st occurrence of accidental disabling damage - Covered at no charge.
  - 2nd occurrence of accidental disabling damage - a \$50 co-pay replacement charge shall be paid to DAPSS prior to a replacement device being issued.
  - Any additional occurrences of disabling damage shall result in the cadet being billed for the total cost of repairing or replacing the Chromebook (approx. \$300).
- ▶ I agree to adhere to the responsibilities outlined in the DAPSS Acceptable Use for Technology.
- ▶ I understand that one Chromebook, power adapter, and case are being lent to the cadet and are in good working order. It is the cadet's responsibility to care for the equipment and ensure that it is retained in a safe environment.
- ▶ I understand this equipment is, and at all times remains, the property of DAPSS and is herewith lent to the cadet for educational purposes only for the rest of this academic school year.
- ▶ I agree to not deface or destroy this property in any way. Inappropriate use of the machine may result in the cadet losing their right to use the Chromebook. The equipment will be returned when requested by Delaware Academy of Public Safety and Security, or sooner, if the cadet withdraws from Delaware Academy of Public Safety and Security prior to the end of the school year.
- ▶ I understand that identification labels have been placed on the Chromebook. These labels are not to be removed or modified. Additional stickers, labels, tags, or markings of any kind are NOT to be added to the machine.

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Cadet Printed Name

\_\_\_\_\_  
Cadet Signature

\_\_\_\_\_  
Parent/Guardian Printed Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chromebook ID #