

Rocklin Academy Technology Use Agreement

Please read this policy carefully in order to know proper behavior and use regarding electronic devices, technology, and the Internet.

It is understood that the school-issued device is the sole property of the Rocklin Academy Family of Schools, (RAFOS). Students have no right or expectation of privacy regarding their use of RAFOS property, network, files, and/or Internet access, including email or other Internet and technology resources. The district may monitor students' use of the Internet, either through direct supervision or by monitoring Internet use, usage history, and student files, to ensure compliance with this Notification. RAFOS reserves the right to access, review, copy, and store or delete any electronic communication or files and disclose them to others as deemed necessary.

The use of the device is a privilege, not a right. This privilege may be lost if the device is not used responsibly. Students agree to relinquish their device to staff members for a random inspection.

This is the most up-to-date agreement and supersedes any other policies in this area. RAFOS reserves the right to change this policy at its discretion. If changed, parents will be notified and provided the updated version for signature.

Personal Responsibility

Students are expected to:

- Bring their devices to school each morning with the batteries fully charged.
- Keep devices clean, with no attached stickers or other items that might deface or damage the finish, screen, case, keyboard or other components.
- Not remove any part of the school-supplied case from the device. Doing so will be considered willful neglect, voiding the warranty. The parent/guardian will be billed for the cost of the repair or replacement of the device.
- Immediately report all malfunctions, damage, or loss of an device to a teacher, administrator, or technology support staff member.
- Immediately inform support staff if your enrollment status changes.
- Manage passwords with assistance from staff if needed. Teachers of younger students may opt to keep a confidential copy to assist them with learning their password.
- Use only assigned RAFOS accounts.
- Follow all copyright and intellectual property laws.
- Use devices appropriately to assure academic integrity.
- Communicate only in ways that are kind, responsible, respectful, and lawful.

- Immediately report threatening or offensive materials to a teacher or administrator.
- Use care when using school issued keyboard, stands, cables and cases and keyboards.

Content Filter

- RAFOS uses an Internet content filter, provided by Placer County Office of Education (PCOE), that is in compliance with the federally mandated Children's Internet Protection Act (CIPA). All devices using the school network will have Internet activity filtered and monitored by the district.
- Devices not using the school network to connect to the Internet (e.g. home networks, commercial networks, personal hotspots, etc.) are not filtered for content by PCOE. Parents and/or guardians should monitor their children's Internet use at home and outside RAFOS.

Acceptable Use

- Students will use devices for educational activities, such as performing research, developing projects, and disseminating information.
- Students will use their devices during the school day only for school-related purposes.
- Students may use the device camera and/or microphone for academic purposes.
 - Students will obtain permission prior to taking a photo, video or audio recording of a student, teacher, staff member, or administrator. If an individual declines such, the requesting student will respect that decision.
- Students agree not to browse websites that are inappropriate or contain inappropriate content. This includes, but is not limited to, websites that could be harmful to the device, harmful or offensive to other students, illegal, or are not academically related and/or approved by the teacher or principal.
- Students agree not to use the device to antagonize, bully, harass, or stalk people.
- Students agree not to attempt to load and use additional software on the device.

Limited Personal Use

- Students, with support from parents, are encouraged to limit the use of the device for recreational purposes at home.
- Students may be required to remove personal files to free up storage for academic software or content.
- While students may store personal files on their issued devices, RAFOS is not liable for this content. It is recommended that students backup any personal data placed on the device in the event of a hardware/software failure or scheduled maintenance.
- If students are permitted to take the device home, technical support will be limited or unavailable when the device is off school grounds. This includes the summer months.

Safety

- Students agree not to meet in person with someone they have met online without their parent's approval and participation.
- Students agree not to publish personal details, contact information, or a schedule or location of their activities.
- Students are responsible for the use of their individual accounts and should take all reasonable precautions to prevent others from being able to use their account.

Security

- Students will keep their devices in a secure location when not using them.
- Passwords issued to students and their parent(s)/guardian(s) are to be kept private and not disclosed to other students.

Vandalism

Vandalism is defined as any malicious attempt to harm or destroy data of another user, or that of agencies or networks that are connected to the system. This includes, but is not limited to, the uploading or creation of computer viruses, disrupting or limiting access to network resources, or using the network to make unauthorized entry to any other machine accessible via the network. Any violation may result in the loss of your network privileges, disciplinary action, and/or legal referral.

Social Media

Except when part of a school project, and with the knowledge of a school staff member, students will not use email, instant messaging or log onto chat rooms, social media or online forums during school hours

Repairs and Replacements

If an iPad or Chromebook is lost, stolen, or damaged, the parent/guardian agrees to pay the following replacement and/or repair costs:

- iPad replacement cost - \$312
- iPad screen repair cost - \$135
- iPad Charging block - \$10
- iPad Lightning cable - \$10
- Chromebook replacement cost \$200.
- Chromebook screen replacement \$85
- Chromebook power module \$20

Definitions and Consequences

The penalty for violating the terms above:

- First violation – Loss of (take home privileges) device use for two days and implementation of “Continued Device Use Contract.”
- Second violation – Loss of (take home privileges) device for two weeks and implementation of “Continued Device Use Contract.”
- Third violation – Parent/student conference with administration will be held to establish a plan to eliminate continued infractions of the Technology Use Agreement.

I understand and will abide by the provisions and conditions of this agreement. I understand that any violations of the above provisions may result in disciplinary action.

Student Signature	Student Name (print)	Date	Grad. Year
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As the parent or guardian of this student, I have read and agree to the provisions of this agreement. I understand that it is impossible for RAFOS to restrict access to all controversial or inappropriate materials, and I will not hold the school responsible for materials acquired at school or at home.

Parent/Guardian Signature	Parent/Guardian Name (print)	Date
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