

**CLYDE CISD**  
**STUDENT/PARENT POLICY FOR ACCEPTABLE USE OF THE**  
**DISTRICT'S INFORMATION TECHNOLOGY AND NETWORK SYSTEMS**



**Clyde Independent School District**  
**526 Shalimar Dr.**  
**Clyde, Texas 79510**

The purpose of this Technology Acceptable Use Policy is to ensure appropriate, responsible, ethical and legal use of technology within the Clyde CISD community. Acceptable use of Clyde CISD technology is for the purpose of improving student learning and to prepare students to be career-ready graduates. Clyde CISD provides technology, including, but not limited to: desktop computers, laptops, Chromebooks, networks, online storage, local storage, and Internet services. Clyde CISD technology always remains the property of Clyde CISD.

This policy shall conform to district policies including Board Policy; CQ(LOCAL) and CQ-(LEGAL) (Technology Board Policy & Administrative Regulations), established procedures and copyright laws, and shall not violate federal, state or local laws.

The Clyde CISD Acceptable Use Policy (“AUP”) is in place to prevent unauthorized access and other unlawful activities by online users, prevent unauthorized disclosure of or access to sensitive information, and to comply with the Children’s Internet Protection Act (“CIPA”). Only users who agree to this Acceptable Use Policy are authorized to access Clyde CISD technology.

This policy describes acceptable uses of district technology systems (hardware, software, network, and internet) as well as unacceptable uses. These policies are established to:

- Enhance teaching and learning;
- Increase safety for students and staff;
- Improve the efficiency of district technology systems;
- Clarify acceptable and proper use of district technology;
- Ensure alignment with Clyde CISD Core Beliefs and Commitments;
- Ensure compliance with applicable district policies, state and federal laws;
- Educate students, staff, and others who use Clyde CISD technology.

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**Statement of E-rate Compliance**

Clyde CISD will provide age-appropriate training for students who use the Clyde CISD's Internet facilities. The training provided will be designed to promote the district's commitment to:

- a. The standards and acceptable use of Internet services as set forth in this document and in the Student Code of Conduct;
- b. Student safety with regard to:
  1. safety on the Internet;
  2. appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
  3. cyber bullying awareness and response.
- c. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA").

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will continue to follow the provisions of this document.

The District will use technology protection measures to block or filter, to the extent practicable, access of visual depictions that are obscene, pornographic, and harmful to minors over the network. The District reserves the right to monitor users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Users should not have an expectation of privacy regarding their use of District property, network and/or internet access or files, including email.

Violation of these policies may result in one or more of the following: loss of access privileges, suspension, and/or expulsion. The District will attempt to tailor any disciplinary action to the specific issues related to each violation.

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**Unacceptable Uses of Clyde CISD Technology**

Below are examples of inappropriate activity on the District web site, however the District reserves the right to take immediate action regarding activities that 1) create security and/or safety issues for the District, students, employees, schools, network or computer resources, or 2) expend District resources on content the District in its sole discretion determines lacks legitimate educational content/purpose, or 3) are determined by the District as inappropriate.

**Examples of Inappropriate Activity:**

1. Violating any state or federal law or municipal ordinance, such as: accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, confidential information or copyrighted materials.
2. Engaging in criminal activities that can be punished under law.
3. Selling or purchasing illegal items or substances.
4. Obtaining and/or using anonymous email sites, spamming, spreading viruses.
5. Causing harm to others or damage to their property.
6. Using profane or abusive language; threatening, harassing, or making damaging or false statements about others or accessing, transmitting, or downloading offensive, harassing, or disparaging materials.
7. Deleting, copying, modifying, or forging other users' names, emails, files, or data. Disguising one's identity, impersonating other users, or sending anonymous email.
8. Damaging computer equipment, files, data or the network in any way, including intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs, or disrupting any computer system performance.
9. Using any District computer to pursue "hacking," internal or external to the District, or attempting to access information protected by privacy laws.
10. Accessing, transmitting, or downloading large files, including "chain letters" or any type of "pyramid schemes".
11. Using Clyde CISD internet and intranet property, such as web sites, email, networks, or other technology for political uses or personal gain.
12. Intentionally accessing, creating, storing, or transmitting material that is offensive, indecent, obscene, intimidating, or hostile; or that harasses, insults or attacks others.

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- 13. Advertising, promoting non-district sites or commercial efforts and events
- 14. Not adhering to all copyright laws.
- 15. Using the network for non-academic related bandwidth intensive activities such as network games or transmission of large audio/video files or serving as a host for such activities.

**Please PRINT the information below:**

Student's First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Grade: \_\_\_\_\_ Teacher/Class: \_\_\_\_\_ Student Number: \_\_\_\_\_

Parent/Guardian's First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

**User Agreement and Parent Permission Form**

**STUDENT:**

As a user of the Clyde CISD computer network, I hereby agree to comply with the above-stated rules. I will use computers and the network responsibly and will honor all relevant laws and restrictions.

**Student's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**PARENT OR LEGAL GUARDIAN:**

As the parent or legal guardian of the minor student signing above, I grant permission for the student named to access networked computer services such as electronic mail and the internet. I understand some material on the internet may be objectionable, but that Clyde CISD has systems to limit access to this information. Ultimately, I must work with my child to stress the importance of appropriate and responsible behavior and that there are disciplinary and legal consequences for misbehavior.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**DISTANCE LEARNING STUDENT WAIVER**

I (we) understand that in a distance learning classroom my voice, physical presence and participation in classroom activities will be transmitted to distance learning sites. I (we) hereby agree that my voice, presence, and participation in these classes will not be a violation of my personal rights and hereby release any claims from the use of such during the duration of distance learning class.

Student Signature	Date
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Parent/Guardian Signature	Date
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**STUDENT ORIGINAL WORK, VOICE, PHOTOS OR VIDEOS WAIVER**

I (we) understand that my work, voice, photographs, and videos of me can be recorded, edited, transmitted, or used in district projects and published on Clyde CISD websites. I (we) hereby agree that the use of my work, voice, photographs, and videos will not be a violation of my personal rights and hereby release any claims from the use of such items or material.

Student Signature	Date
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Parent/Guardian Signature	Date
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**DISTRICT PUBLICATIONS WAIVER**

I (we) grant permission to Clyde Consolidated Independent School District to release directory information for District publications, images from selected photography companies supporting campus pictures, and positive publicity. This information can include student name and picture in yearbook, newsletters, awards, honors, PTA, booster clubs, extracurricular programs, school created Internet resources or website, etc.

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Student Signature	Date
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Parent/Guardian Signature	Date
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**TECHNOLOGY DAMAGE OR LOSS AGREEMENT**

I (we) accept the same financial responsibility for the Chromebooks as I do for the textbooks my student checks out. This includes the cost of replacing a lost, stolen, accidentally or intentionally damaged device.

● **Accidental Damage** – If a device is accidentally damaged, please have your student take the Chromebook to the campus library and report any damage to the librarian. The Information Technology Department will make repairs to the device and the student will be charged for the parts needed to bring the device back to its original condition. Some campuses may offer a Chromebook usage fee which will cover one accidental damage incident.

● **Intentional Damage** – Full price of repair or replacement will be the responsibility of the parent/guardian and a meeting with an administrator will be required before a device will be reissued. Consequences may be issued per the Student Code of Conduct.

● **Lost/Stolen Device** – A fee of \$225.00 will be collected for a lost or stolen device and a parent/guardian meeting with an administrator will be required. In the case of a lost or stolen Chromebook, an official police report will need to be filed by the student or parent and submitted to the campus office.

I have read and understand the “Student Chromebook Handbook” and that all Chromebook computers, electronic devices, equipment and/or accessories the Clyde CISD District has provided to my student are the property of Clyde CISD. I agree to return the equipment, assigned to me, to the District in the same condition in which it was provided to my student (excluding normal wear and tear) upon my departure from the District. I understand that I am personally and monetarily responsible for any damage to or loss of any Chromebook computer, electronic devices and/or related equipment and accessories assigned to my child due to intentional vandalism or negligence.

Student Signature	Date
Parent/Guardian Signature	Date

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**ACCEPTABLE USE POLICY FOR STUDENT E-MAIL**

It is the policy of Clyde CISD that students will use technology to access electronic networks, including the e-mail, in a responsible, legal, and ethical manner. Failure to do so may result in the loss of e-mail privileges for the student, disciplinary action under the district's acceptable use policy, or prosecution under federal or state law.

I have read and understand the Student E-Mail Acceptable Use Policy for Clyde CISD. I understand that use of e-mail in school is a privilege, not a right.

**By signing below, I give my child permission to gain access to an e-mail account for school use.**

Parent/Guardian Signature	Date
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Parent/Guardian Name (Printed)	Date
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**STUDENTS MUST SIGN THE STATEMENT BELOW REGARDING E-MAIL USE:**

I understand and agree to adhere to the behaviors outlined in the Clyde CISD Student E-mail Acceptable Use Policy. I understand that any violation of this policy may result in the loss of e-mail privileges, disciplinary action, or prosecution under federal or state law.

Student Signature	Date
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Student Name (Printed)	Date
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**COPPA PARENT/GUARDIAN CONSENT**

The Children's Online Privacy Protection Act (COPPA) is a U.S. federal law designed to limit the collection and use of personal information about children by the operators of Internet services and Web sites. Some of the services Clyde CISD provides to students in the form of software applications and online services require some student information to be shared to allow students to access resources and to receive notifications.

Clyde CISD is requesting your permission to use only the amount of student information needed to provide necessary services to your student.

I understand and agree to allow Clyde CISD to share my student's information in those instances that it benefits my student for instruction and notification purposes.

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