

**Coopersville Area Public Schools
Elementary Student LAN, Network/Internet Acceptable Use Agreement and Technology Code of Ethics**

The State requires all districts to have an Acceptable Use Policy and receive assurances that students will abide by said policy.

Coopersville Area Public Schools (CAPS) provides students with access to the District's electronic local area network (LAN) which includes Internet access (Network/Internet). The purpose of the LAN is to enhance learning. CAPS seeks to improve the computer literacy of its students and assist in preparing students for success in life and work in the 21st century by providing them with electronic access to a wide range of information.

Please read this policy to your child(ren) before signing the Network/Internet Acceptable Use Agreement.

The use of the computers and the Internet is a **privilege**, not a right. It involves responsibility. Inappropriate use will result in a suspension or cancellation of computer network privileges. The Technology Coordinator, Principal and Teacher will determine what is inappropriate use.

Terms and Conditions For Use:

1. I will follow the rules explained to me by my teacher(s)
2. I will not tell other students my password or use others' passwords.
3. I will demonstrate appropriate behavior.
4. I will be courteous to others and respect their documents and files.
5. I will use the equipment with care.
6. I will use the Internet for education only and access appropriate sites as stated by my teacher(s).
7. I will tell my teacher(s) right away if I come across any information that makes me feel uncomfortable or is inappropriate.
8. I will follow the copyright laws that protect programs, data, books and pictures.
9. I will not download, copy or store any software, shareware or freeware without prior permission from the Technology Coordinator, Principal and Teacher.
10. I will not give out personal contact information about myself or other people. Personal contact information includes your name, address, telephone number, etc.
11. I will use the Internet to send e-mail at school only with the permission of my teacher(s) and my parents and only for school projects.
12. I will use appropriate language and be respectful of others when sending e-mail.
13. I will not agree to meet with anyone I have met through the Internet without my parent's approval and without my parent accompanying me to this meeting.
14. I will promptly disclose to my teacher or other school employee any message I receive that is inappropriate or makes me uncomfortable.

Disclaimer: Coopersville Area Public Schools makes no warranties of any kind, whether expressed or implied, for the service it is providing. Access to people all over the world, via the computer, brings with it an availability of material that may not be considered educationally valuable. It is impossible to control access to all material, but CAPS will make every possible effort to block inappropriate materials. We firmly believe that the availability of valuable information and the potential for interaction on the Internet far outweighs the possibility that users may be exposed to material not consistent with the educational goals of CAPS. As with all educational materials, teachers will do their best to supervise student access while under their instruction. CAPS will not be liable for damages or injuries resulting from violations of the Acceptable Use Policy or any misuse of the Internet.

STUDENT USER SECTION

My parents have read and explained to me the rules for using the Computers and Internet at school. I understand and will follow the rules listed in above Elementary Student LAN, Network/Internet Acceptable Use Agreement and Technology Code of Ethics. I understand that if I do not follow the rules, I may not be allowed to use the computers at school.

Signature of student: _____ Date: _____

Printed name of student: _____

PARENT/GUARDIAN SECTION

As the parent or guardian of this student, I have read the Elementary Student LAN, Network/Internet Acceptable Use Agreement and Technology Code of Ethics. I understand that this access is designed for educational purposes only. I recognize that it is impossible for the Coopersville Area Public School District to monitor the quality of all materials obtained through third party sources, and I will not hold them responsible for materials acquired on the network or Internet. I will emphasize to my child the importance of following the rules for personal safety. I have read and understand the information contained in this document and hereby give permission to issue an account for my child and certify that the information contained in this form is correct. I also agree to pay the District for fees, expenses or damages incurred as a result of my child's misuse of the network or equipment. By signing below, I am agreeing to the terms described in this agreement.

Parent/guardian signature: _____ Date: _____

Printed name of parent/guardian: _____ Phone: _____