

**BRIGHTON CENTRAL SCHOOL DISTRICT  
FRENCH ROAD ELEMENTARY SCHOOL: USE OF COMPUTER NETWORK:  
STUDENT APPLICATION AND AGREEMENT**

Dear Parent/Guardian:

As you may know, the District offers students a variety of resources over its computer network. Our network includes educational programs, productivity applications, such as word processing, presentation and drawing, and Internet access.

The District provides your child supervised access to the Internet. The Internet allows students the opportunity to reach out to many sources of information that would not otherwise be accessible to them. With your permission, your child will have supervised access to a wealth of information, enrichment and remediation activities, and libraries and databases from all over the world.

With this educational opportunity also comes responsibility. The District has and will continue to provide education about Internet safety through the classroom teacher and the technology program at French Road Elementary School. Teachers are present during student Internet use and know the purpose of its use, but may not be able to supervise all browsing at all times. Our Internet instruction provides the students with excellent research strategies and guidance to safe sites, while offering the best supervision possible. However, the ultimate decision to use the Internet in a responsible manner is your child's and the standards set by the family. It would be valuable for you and your child to read the Acceptable Use Policy (AUP) and discuss these requirements together. This document and its topics has been shared with each class as part of our technology introduction and will be reinforced year-round through our Instructional Technology Curriculum Map.

The AUP has been modified to provide more clear guidance to students about what is and is not appropriate use of the network. **Each year all 3<sup>rd</sup> grade students and new 4<sup>th</sup> and 5<sup>th</sup> grade students will be required to sign and submit this new form in order to use the computer resources available at French Road, even if they have previously submitted an acceptable use form. In order for your student to have independent access to the Internet with supervision, you must complete the parent section of the form.**

As such, we encourage you to discuss this with your child, sign and return the last page from this packet to his/her classroom teacher by so that your child is not inconvenienced by a delay in the classroom and lab use of the software and Internet. Again, the Student Acceptable Use Policy has been reviewed and discussed with all students prior to being sent home. *We feel the topics encourage safe student computer use both in school and at home.* Please have continued discussion within your family. Thank you for your support.

Sincerely,

FRES Technology Committee  
French Road Elementary School  
BRIGHTON CENTRAL SCHOOL DISTRICT

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**Educational Purpose**

- 1) Students will use the computers for an "educational purpose". Use of non-educational games and/or activities are NOT allowed.
  - a. Appropriate examples include:
    - (1) Classroom activities
    - (2) Research related to instructional assignments
    - (3) Remediation (extra help) and enrichment (additional learning) activities
  - b. Inappropriate uses include, but are not limited to:
    - (1) Online videos: YouTube, Hulu, etc.
    - (2) Online gaming with no educational value: FunBrain *Arcade*, MiniClips, etc.
    - (3) Personal communication: email, instant messaging, etc.
- 2) The District has the right to place reasonable restrictions on the material accessed by students. Expectation when using the computer is to follow:
  - a. School rules
  - b. Federal and state laws

**Student Internet Access**

- 1) All students have access to the Internet through:
  - a. Classroom
  - b. Library
  - c. Computer labs
- 2) Students will not be provided *independent* Internet access. Work on the Internet will take place in all of the following conditions:
  - a. A structured environment
  - b. An educational setting
  - c. Under the supervision of a faculty or staff member

**Appropriate Use**

Generally, the same standards of acceptable student conduct which apply to any school activity shall apply to the use of the school's computer network. Students who engage in unacceptable use may lose their privilege of computer use and may be subject to further discipline under the District's Code of Conduct.

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**BRIGHTON CENTRAL SCHOOL DISTRICT  
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By signing this document, you, the student, agree to the following:

1) System Security

- a. I will not log in using another person's password or access another person's files.
- b. I will not enter anyone else's folder for any reason, unless directed by a teacher.
- c. I will delete only the files my teacher tells me to delete.
- d. I will immediately notify a teacher or another adult if I notice anything that does not seem right, like the ability to get to things that you feel should not be for students.
- e. I will not download, install or attempt to install any other programs onto the computer. If there is a computer program I feel has educational value, I will discuss it with my teacher.
- f. I will use all computer equipment appropriately and with respect.

2) Personal Safety

- a. I will not provide *personal contact information* about myself or other people, anywhere on the Internet or through other types of online communication. Personal contact information would be any information that could be used to contact *you* or *anyone in your family*. Examples include:
  - (1) Address
  - (2) Telephone number
  - (3) School address
  - (4) Other related information
  - (5) Work address
  - (6) E-mail address
  - (7) Instant messaging screen name
- b. I will not use *communication means*, such as any instant messaging, chat rooms or personal e-mail, unless indicated by a teacher directed *as an educational activity*.
- c. I will not *meet with someone* I have met online without my parent's approval. My parents/guardians should accompany me to any such meeting.
- d. I will talk to a parent/guardian, teacher, counselor or administrator any messages or images I receive that is inappropriate or makes me feel uncomfortable.

3) Inappropriate Language

Restrictions against inappropriate language apply to public messages, private messages, independent writing and material posted on Web Pages.

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**BRIGHTON CENTRAL SCHOOL DISTRICT  
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- a. I will not use rude, inappropriate, threatening or disrespectful language.
  - b. I will not use personal attacks that show prejudice or discrimination. Examples are an attack on someone's skin color, religious belief, culture, family heritage, disability, etc.
  - c. I will not harass or insult another person.
- 4) Maintain Network Home Folder
- a. I will download files only when needed *as determined by my teacher*.
  - b. I will clean my Network Home folder *during times specified by my teacher*. Cleaning the folder includes:
    - (1) Keeping examples of a variety of projects from each school year
    - (2) Trashing any pictures
    - (3) Deleting incomplete projects
    - (4) Deleting files no longer needed
    - (5) Deleting projects that are not a good example of my work
- 5) Respect for Privacy
- I will not share private information about another person.
- 6) Plagiarism and Copyright Infringement
- a. I will not plagiarize works I find on the Internet.  
  
*Plagiarism is copying the ideas, writings or material of others and not giving the author credit.*
  - b. I will record the Web site address, book or any other resource where I received information.
- 7) Inappropriate Access to Material
- a. I will not use the computer to access resources that contains inappropriate language or images, hatred towards other people or illegal acts or any other inappropriate content.
  - b. If I mistakenly access inappropriate information, I will immediately click the "Back" button and report it to my teacher.

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**BRIGHTON CENTRAL SCHOOL DISTRICT  
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**No Privacy Guarantee**

The files stored in your Network Home folder are NOT private. Any teacher or administrator has the right to view your files at any time.

**Violation of Policy**

If a student does not follow the rules stated in the AUP, their computer-use privileges may be removed and alternate activities may be assigned. In addition, further discipline may be taken when reviewed under the District's Code of Conduct.

**Disclaimer**

The District makes no warranties of any kind, express or implied, for the service it is providing and will not be responsible for damages. This includes the loss of data resulting from delays, non-deliveries, misdeliveries or service interruptions caused by its own negligence or a user's errors or omissions.

The District specifically denies any responsibility for the accuracy or quality of the information obtained through the computer network. Each user is responsible for verifying the integrity and authenticity of the information that is provided.

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**BRIGHTON CENTRAL SCHOOL DISTRICT  
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**STUDENT**

**I HAVE READ THE TERMS AND CONDITIONS FOR USING THE DISTRICT'S COMPUTER NETWORK. I UNDERSTAND THAT USE IS A PRIVILEGE AND I AGREE TO FOLLOW THE TERMS AND CONDITIONS OUTLINED IN THE AGREEMENT. I UNDERSTAND THAT IF I DO NOT FOLLOW THESE TERMS AND CONDITIONS, MY USE CAN BE SUSPENDED OR PERMANENTLY TAKEN AWAY AND THAT I MAY FACE OTHER DISCIPLINARY ACTIONS.**

Student Name (**Please Print**): \_\_\_\_\_

Student Signature: \_\_\_\_\_

Year of Student High School Graduation: \_\_\_\_\_

Teacher: \_\_\_\_\_

Date: \_\_\_\_\_

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**PARENT OR GUARDIAN**

**I HAVE READ THE TERMS AND CONDITIONS FOR MY CHILD'S ACCESS TO THE BRIGHTON COMPUTER NETWORK INCLUDING THE INTERNET.**

**I UNDERSTAND THAT INTERNET ACCESS IS DESIGNED FOR EDUCATIONAL PURPOSES AND THAT THE BRIGHTON CENTRAL SCHOOL DISTRICT WILL ATTEMPT TO DISCOURAGE ACCESS TO OBJECTIONABLE MATERIAL OR COMMUNICATIONS. HOWEVER, I RECOGNIZE THAT IT IS IMPOSSIBLE FOR THE DISTRICT TO RESTRICT ACCESS TO ALL CONTROVERSIAL OR OBJECTIONABLE MATERIALS AND COMMUNICATIONS. I WILL EMPHASIZE TO MY CHILD THE IMPORTANCE OF FOLLOWING ALL THE RULES RELATED TO THE USE OF THE BRIGHTON COMPUTER NETWORK INCLUDING THE INTERNET, BUT ESPECIALLY THE RULES FOR PERSONAL SAFETY. I WILL NOT HOLD THE DISTRICT RESPONSIBLE FOR MATERIALS ACQUIRED OR CONTACTS MADE ON THE BRIGHTON COMPUTER NETWORK.**

Parent or Guardian Name (**Please Print**): \_\_\_\_\_

Parent or Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_