OFFICE OF THE SUPERINTENDENT **7540.03 F1**
YOUNGSTOWN CITY SCHOOL DISTRICT

PERMISSION FOR *ADULT* STUDENT USE OF TECHNOLOGY AND PUBLICATION OF STUDENT WORK AND/OR PICTURES

NETWORK USE GUIDELINES (AUP SUMMARY)

Follow these guidelines to continue using technology, Internet, and email privileges at Youngstown City School District:

1. I will be polite and practice good manners. I will obey the Terms of Use and "house rules" of all sites that I visit.
2. If I come across any information that makes me feel uncomfortable, offends me, or upsets me, I will report the incident.
3. I will be cautious about giving or sending any personally identifiable information about myself - my last name, address, phone number, social security number, school's name, email address, computer passwords, or picture - to anyone or any site on the Internet or via email.
4. I will be cautious about meeting face to face with someone I meet on the Internet or via email.
5. I will not send or accept emails, files, pictures, or other things online from people I do not know or trust.
6. I will not download any files or execute attachments that I did not request or did not expect to receive, even if they're from someone I know.
7. I will check for viruses whenever I borrow a disk or download anything from the Internet.
8. I will never do anything to damage any computer, software, system, or service that I'm using; and I will never send anyone else a file or command that might damage theirs.
9. I will not purposely visit any website that is inappropriate.
10. I will not waste limited resources such as disk space or printing capacity.
11. I will not trespass into anyone's folders, work, or files.
12. I promise to follow these same rules whenever I am on the Internet or using district email, wherever I am.
13. I will not create, upload, download, send or receive material that is inappropriate.
14. I am prepared to be held accountable for my actions and for the loss of computer use and/or Internet/email privileges if I violate these rules.

STUDENT'S ACCEPTANCE OF RULES

As a user of the district's technology, I have read the Acceptable Use and Safety Policy (AUP) and agree to comply with the above stated rules and to use technology in a constructive manner in accordance with the AUP.

Student's Name (print): _____

_____ _____ **Birthdate:** _____ **Student ID:** _____
Student Signature (cursive) **Date**

PERMISSION FOR THE PUBLICATION OF STUDENT WORK/PICTURES

I understand that from time to time the school may wish to publish photographs of students, examples of student projects, and other work on the Internet, in videos, pictures, etc.

_____My work may be published in various media formats and on the Internet and unidentifiable photographs of me may be published.
_____I would prefer that my work and picture not be published on the Internet.
_____I would prefer that my work and picture not be published anywhere.

_____ _____
Student's Signature Date

APPROVAL BY YOUNGSTOWN BOARD OF EDUCATION REPRESENTATIVE OR DESIGNEE

_____ _____
(Approval by Building Principal or Dept. Supervisor) (Date)

NOTE: *Please file in the student's records.*
Approved and Issued: 5/23/07
Revised: 8/11/09, 9/11/14