

## **Salem Public Schools (SPS) Responsible Use Agreement Grades 6-12**

When online, a student can both create and consume content. A student consumes content when he or she accesses music, videos, or other online resources. As a consumer, the student shall respect the rights of the creators and owners of the content he or she uses, and therefore, to cite these sources and when appropriate, seek permission to use content created by someone else. The student shall respect copyright and citation protocols and laws whenever he or she uses online content, technology, and media resources.

A student creates content when he or she posts art, photos, stories, and videos, or when he or she comments on blogs, wikis, YouTube, and social networking services like Facebook. Over time, this content results in an *online identity*. Each student shall be mindful of the impression that this online identity might leave with a family member, friend, prospective employer, or college admissions official, or others. Middle and high school years are a time during which students need to learn how to establish their online identities in a manner that is safe and respectful way to both themselves and others.

### **Student Rights and Responsibilities Pertaining To Use of Technology and Electronic Media Rights:**

As a student in the Salem Public Schools (SPS), you have the right to:

- a quiet and orderly place in which to learn;
- have ideas and feelings respected;
- personal safety;
- have questions answered; and
- access age/grade appropriate content and technology resources.

### **Responsibilities:**

As a student in the SPS, you are expected to:

- be responsible for your actions;
- be aware of consequences for inappropriate actions; and
- behave responsibly toward other students and respect their feelings and property.

### **Responsible Student Users of Technology and Electronic Media:**

- understand that passwords are private and should not be shared with others; logging off of a computer at the end of your work session ensures that others will not use your password;
- understand that SPS technology resources and the network are not private. SPS reserves the right to monitor and access any documents created on public computers or other media;
- conduct themselves in ways that will not promote a negative effect on themselves or others while using technology resources, including social networking sites;
- are mindful of the importance of the security of the SPS network. They do not endanger that security by circumventing security settings (bypassing filters, downloading software illegally) or interfering in any way with the efficient and proper functioning of the network; and
- respect the intellectual property rights of the creators of works they read, view and listen to online. This includes properly citing any resources that they choose to use, directly or indirectly, in their research or school work.

**RESPONSIBLE USE SIGNATURE PAGE**  
**GRADES 6-12**

Students & Parents/Guardians: Please review and sign the form below.

**STUDENT**

I have read and understand the rules of the SPS Responsible Use Agreement. I will use SPS technology resources productively and responsibly. I understand that consequences of my actions could include possible loss of access to media content and technology resources and/or school or other disciplinary action as stated in the student handbook.

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

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

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

Date Signed: \_\_\_\_/\_\_\_\_/\_\_\_\_ Grade: \_\_\_\_\_

**PARENT/GUARDIAN**

As the parent or guardian, I have read the SPS Responsible Use Agreement and I have discussed it with my child. I understand that my child will use technology and electronic media resources in the Salem Pubic Schools. I understand that technology resources are provided for educational purposes. I recognize it is impossible for the network filter to restrict access to all inappropriate materials and I will not hold the school responsible should my child encounter inappropriate content while on the school network.

Parent/Guardian Name **(Print)**: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date Signed: \_\_\_\_/\_\_\_\_/\_\_\_\_

**UNLESS THIS FORM IS RETURNED, THIS STUDENT WILL BE DENIED ACCESS TO THE USE OF TECHNOLOGY WITHIN INSTRUCTION.**