

**The U School
Chromebook Insurance / Purchase to Own / BYOD
SDP Acceptable Use Policy
2016-2017**

I, _____ Parent of _____ will choose the following option for a U School Chromebook the 2016-2017 school year:

	Option A - Chromebook insurance only \$30 with \$10 fee no option to own. Total cost= \$40*
	Option B - Chromebook insurance \$30 +\$40 fee with option to own @ student's graduation. Total cost \$70*
	Option C - BYOD only – Bring Your Own Device

*Family must purchase/renew insurance and fee each year in order to use U School Chromebook. Minimum fee payment required to participate in option to own.

Chromebook Contract, Insurance and fee must be paid in full before a Chromebook is issued to student. Insurance coverage certificate, coverage booklet and instructions for filing a claim will be provided with final payment and issuance of Chromebook.

Please see Ms. Rivera to make a payment or for payment plan options. Final payments must be made on or before October 5, 2016.

By signing below, I understand that I will pay the amount listed above for the option chosen. I also understand that my son/daughter must complete the Internet Safety Workshop with Counselor Crawford before s/he is given a Chromebook. Internet Safety Workshops are offered on Wednesday's during student lunch/ Independent Learning time usually 1:20 p – 2:30 p. Students must sign up w/ Ms. Crawford prior to attending.

Parent Signature _____ **Date** _____

Please read below for important AUP – Acceptable Use Policy for The U School and The School District of Philadelphia. This policy applies to all Chromebooks and devices attached to the SDP network. <http://www.philasd.org/offices/administration/policies/815.pdf>

This document provides students and their parents/guardians with information about taking care of the equipment, using it to complete assignments, and being a good digital citizen. Students and their parents/guardians are reminded that use of District Technology is a privilege and not a right and that everything done on any District-owned computer, network, or electronic communication device may be monitored by school authorities. Inappropriate use of District Technology can result in limited or banned computer use, disciplinary consequences, loss of credit, receiving a failing grade, and/or legal action.

An acceptable use policy (AUP) is a policy that outlines, in writing, how a school or district expects its community members to behave with technology. Similar to a Terms of Service agreement.

Many schools address both acceptable and unacceptable online behavior in their AUPs – not only prohibiting certain behavior (for example, plagiarism, pirating etc.), but also defining positive goals for incorporating technology into the school day.

Each student @ The U School must attend, participate and complete an Internet Safety and Technology workshop provided at the beginning of each school year and when a new student becomes enrolled throughout the year.

Each parent/guardian @ the U School must complete a Chromebook / Technology behavior contract, attend/participate in a related technology workshop and pay the listed usage fee.

School District of Philadelphia Acceptable Use of Technology:

- The Internet is a rich source of information, and provides opportunities for research, skill development and communication.
- At The U School, all students have access to the Internet in all learning spaces throughout the building. Students will receive Chromebooks for use at school, at home, library, recreation centers etc.

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WHAT IS THE SCHOOL DISTRICT OF PHILADELPHIA AUP CONT'D

1. Acceptable Use

At school, students may use the Internet for research, to learn, and to communicate with others.

Students agree to follow the rules of appropriate behavior while on the Internet.

- Students will not copy material and say that they wrote it themselves.
- Students will cite all URLs that they use.
- Students will use web sites that are suitable for minors.
- The use of file-swapping and media streaming services, such as downloading onto flash drives is disruptive, and is **STRICTLY PROHIBITED** on all District computers and networks.

2. Privileges

Being able to use the Internet is a privilege. All students at The U School are expected to use appropriate behaviors while using technology and the internet. What are inappropriate behaviors?

Student Code of Conduct defines the following:

<http://www.phila.k12.pa.us/offices/administration/policies/CodeofConduct.pdf>

Electronic Device – Any device that includes, but is not limited, to iPods, MP3 players, DVD players, handheld game consoles, personal digital assistants, cellular telephones, Blackberries, Chromebooks and laptop computers, as well as any new technology developed with similar capabilities.

Inappropriate Use of Electronic Devices – Including but not limited to sexting, videotaping fights, videotaping someone in a place where they have an expectation of privacy, or posting videos of inappropriate student conduct to a social media site that effect the school community in a negative manner.

3. Etiquette

Students are expected to follow rules for appropriate behavior on the Internet. These include, but are not limited to, the following.

- Students will be polite when writing a message.
- Students will use appropriate language.
- Students will remember that email is not private.
- Students will remember that what they post and write will be seen by others.

4. Online Safety

• Students will not give their last name, address, telephone number, or parents'/guardians' work address or work telephone number to anyone on the Internet.

• If something is found on the Internet that makes a student uncomfortable or nervous, the student will get an adult to help immediately.

• If a student gets a message that is mean or frightening, the student will tell a responsible adult.

• If a student finds him/herself on an inappropriate site, the student will click the Back or Home button to leave that site within 5 seconds. The student will then tell an adult.

5. Truthfulness

Students understand that not all information on the Internet is true. The School District of Philadelphia is not responsible for the truth or the quality of the information found on the Internet.

6. Security

Passwords are important and students will keep their passwords secret. Students will not ask other students for their passwords.

7. Vandalism

Students will lose the privilege to use the Internet, and perhaps the computers themselves, if they are responsible for any intentional damage to the computers, the computer set-up, or files that belong to others.