



214 W. 1<sup>st</sup> Street, Alturas, CA 96101  
Phone: (530) 233-3861 Fax: (530) 233-3864

## **DEVICE AND INFORMATION TECHNOLOGY ACCEPTABLE USE AGREEMENT**

Shasta View Academy (“SVA”) promotes the use of computer technology in its instructional program in order to facilitate learning and teaching. Students may be provided with laptop, iPad for educational activities at school and home. The school will make every effort to ensure that devices are used responsibly by students and families. Students are expected to act in a responsible, ethical, and legal manner; in accordance with this Agreement, accepted rules of network etiquette, and Federal and State law. This Information Technology Acceptable Use Agreement (“Agreement”) provides an ethical framework for student use of school devices and Information Technology services in a positive and constructive manner.

## **STUDENT RESPONSIBILITIES**

School technology devices may not be used for the following:

- For non-school related work or entertainment purposes;
- To facilitate illegal activity;
- For commercial or for-profit purposes;
- For product advertisement or political lobbying;
- For hate mail, discriminatory remarks, and offensive or inflammatory communication;
- To conduct or participate in otherwise non-ethical online and/or social network communications;
- For unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials;
- To access obscene or pornographic material;
- To transmit inappropriate language or profanity on the internet;
- To transmit material likely to be offensive or objectionable to recipients;
- To intentionally obtain or modify files, passwords, and data belonging to other users;
- To impersonate another user;
- To load any games, programs, files, or other electronic media to the device’s hard drive;
- To disrupt the work of other users;
- To destroy, modify, or abuse school network/internet hardware and software;
- To create links to other websites whose content or purpose would tend to violate these guidelines;
- To attempt to circumvent school data protections measures;
- To attempt to gain unauthorized access to restricted areas or files on the school computer system; and
- To attempt to damage or bypass any school firewall and/or filtering system.

**Students and parents shall do the following to insure safekeeping of school technology devices:**

- Never leave the SVA devices unattended;
- Never loan the SVA devices to other individuals;
- Know where the SVA device is at all times;
- Utilize an appropriate carrying case or sleeve to avoid damage to the device;
- Close the cover when moving a laptop computer;
- Store and use the device in a safe location and environment to avoid loss or damage to the device;
- Not remove the Asset Tag or other school property identifiers;
- Charge the SVA device battery daily or as needed;
- Keep food and beverages away from the SVA device;
- Not disassemble any part of the SVA device or attempt any repairs;
- Not place decorations (such as stickers, markers, etc.) on the SVA device;
- Understand that the SVA device is subject to inspection at any time without notice and remains the property of SVA;
- Notify SVA by the next school day in the event of loss or damage to the device;
- File a police report in case of theft, vandalism, and other acts covered by SVA's insurance;
- Return the device to SVA at any time when requested by school administration;
- Return the SVA device and accessories upon demand, upon termination of enrollment and/or at the expiration of the school year in good working condition;
- Pay for the replacement of all SVA computer accessories, including, but not limited to, power cords, battery, stylus (if applicable), and carrying case, in the event any of these items are damaged, lost, or stolen;
- Be financially responsible for all damage, loss, or theft of the SVA device and SVA accessories;
- Be aware that SVA's insurance provider may deny coverage for damage to a laptop resulting from "user abuse." Examples of "user abuse" include, but are not limited to, the following: leaving cables plugged in when storing the laptop in the carrying case which can cause broken connectors or ports; using the carrying case/sleeve for carrying textbooks, etc.; eating or drinking while using the laptop, resulting in damage to the laptop; storing the laptop for prolonged periods while in "stand by" or "sleep" mode (overheating can occur), etc.; and
- Shall comply with the Parent/Student Handbook, incorporated herein by reference and made a part of the Agreement for all purposes.

### **WAIVER OF PRIVACY RIGHTS**

Users of the SVA technology devices expressly waive any right of privacy in anything they create, store, send, or receive on the school laptop/iPad or through the Internet or any other computer network. Users consent to allowing the school to access and review all materials users create, store, send, or receive on the computer or through the Internet or any other computer network. Users understand that SVA monitors the use of its computer resources.

### **DISCLAIMER**

Electronic information available to students does not imply endorsement of the content by SVA or can the school guarantee the accuracy of information obtained on the Internet.

The school makes no warranties of any kind, whether expressed or implied, with respect to the information technology devices it provides. The school will not be responsible for damages resulting from the use of the devices including, but not limited to, loss of data resulting from delays, non-deliveries, missed deliveries, service interruptions.

SVA shall not be responsible for any charges or fees resulting from access to the Internet or Internet resources.