

**Responsible Use Policy Agreement  
Eugene School District 4J-Owned  
Student Technology**

All students utilizing technology in Eugene 4J schools are expected to observe the following acceptable use requirements.

As a student, I will...

- Never load unassigned software, apps, videos, or other items on any school-owned device.
- Never reconfigure (or sync) the school-owned device without school permission.
- Immediately report device malfunctions, damage, or loss to my teacher, principal, and/or building Technology Support Specialist.
- Use the Internet responsibly and refrain from searching or using inappropriate sites.
- Keep the school-owned device clean with no attached stickers or other items that might deface or damage the device's surface, screen, or other parts.
- Keep the school-owned device away from all liquids and food.
- Use school-owned devices for only school-related purposes.
- Adhere to expectations in the Students Rights and Responsibilities handbook as detailed on the reverse of this form regarding the use of all technology.
- Not engage in cyberbullying

*Board Policy JFCFA/GBNAA – Cyberbullying – “Cyberbullying” is the use of any electronic communication device to convey a message in any form (text, image, audio, or video) that violates Board Policy JB-Intimidation, Bullying, Harassment, Discrimination, Hazing, and Retaliation or which disrupts or prevents a safe and positive educational or working environment, or places a person in reasonable fear of physical harm or damage to their property. Any form of cyberbullying, by students or staff is prohibited and will not be tolerated in the Eugene School District 4J.*

I understand and will abide by the provisions and conditions of this agreement and acceptable use policy. I understand that any violations of the above provisions may result in the loss of my technology privileges and appropriate disciplinary action.

\_\_\_\_\_  
Student Name (Print)

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

\_\_\_\_\_  
Date

As a parent of this student, I have read and agree to the provisions of this agreement and acceptable use policy. I understand that it is impossible for Eugene School District 4J to restrict access to all controversial or inappropriate materials, and I will not hold the Eugene School District 4J responsible for materials acquired on the Internet.

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

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

\_\_\_\_\_  
Date

## **Use of Technology and the Internet** (from the 4J Students Rights and Responsibilities Handbook 2012 version)

4JNet allows students access to email and the Internet. Teachers are expected to provide guidance and supervision of students who use 4JNet. Complete guidelines for the use of 4JNet are available at schools and on the district's website ([www.4j.lane.edu/cis/appropriate\\_use](http://www.4j.lane.edu/cis/appropriate_use)). Personal devices, such as cell phones, smart phones, tablets, digital cameras, MP3 players and laptops, may be used for instructional purposes in the classroom at the discretion of the teacher. District guidelines are summarized below.

### **Unacceptable Uses of 4JNet and Equipment:**

The following uses of 4JNet and the Internet are unacceptable and may result in disciplinary action, including suspension or revocation of network privileges and suspension or expulsion from school.

- Violation of school board policy, district administrative rules or any provision in this handbook;
- The use of or inviting the receipt of vulgar and plainly offensive, obscene or sexually explicit language or material in any form;
- Copying commercial software or other material in violation of federal copyright laws;
- Use of the network for financial gain, commercial activity, political activity or illegal activity (e.g. hacking).
- Accessing another person's individual account without prior consent, or accessing a restricted account without the prior consent of the responsible administrator or teacher;
- Sharing of inappropriate materials or their sources with other students or knowingly accessing inappropriate materials. Students should report any inappropriate material they access to a teacher, other staff person or their parents;
- Transmission of any material in violation of any local, state or federal law. This includes but is not limited to copyrighted materials, threatening or obscene material, or material protected by trade secret;
- Any form of vandalism, including but not limited to damaging hardware, computer systems or networks and/or disrupting the operation of the network;
- Use of the network to access pornographic or obscene material;
- Creating and/or placing a computer virus on the network;
- Posting information or images that could be a form of harassment, intimidation or bullying; could promote a hostile educational climate; or could disrupt the educational process;
- Activity with a malicious intent to disrupt the network;
- Installation of unapproved equipment (e.g. wireless access points, routers, switches, network cabling not provided or approved by the Computing and Information Services Department), installation of unapproved or unlicensed software, or changing of district settings; or
- Bypassing of district-specified filtered Internet websites on computers used by students.

### **Unacceptable Uses of Personal Devices:**

Unacceptable use of personal technology devices by students may result in suspension or revocation of personal device privileges. These include, but are not limited to:

- Use of a personal device that violates any of the unacceptable uses for district-owned technology listed above;
- Use of a personal device to gain or give an advantage in a testing situation;
- Use of personal devices during class that are not approved by the school or the individual teacher (e.g. cell phones, smart phones, tablets, digital cameras, MP3 players and laptops); or
- Downloading and installing district-licensed software on personal devices unless specifically allowed by the licensing agreement.