



Chippewa Valley Schools

Technology Acceptable Use and Safety Policy

Grades 6-12

I understand that using the computer correctly and responsibly is very important. I agree to follow the district Acceptable Use Policy when using my district issued laptop and other equipment at school or at home.

I understand that if I break these rules, I might not be able to use school computers, but I will still be responsible for completing all schoolwork. I agree to take care of the computer and will be responsible for any damage due to carelessness, neglect, or misuse.

I agree to follow these rules when using the computer and other equipment:

- I will use the hardware and software provided by Chippewa Valley Schools solely for educational purposes.
- I will not intentionally damage CVS technology, including the removal or alteration of labels, barcodes, or serial numbers.
- I will not add stickers or other decorative items to the district device.
- I will care for the laptop I am assigned. I will use the case if provided with one. I will not be careless with it or put food or drinks by it.
- I will not vandalize any hardware, software, or data, including unauthorized access into the operation of the technology system and creating or transmitting computer viruses.
- I will not use proxy sites, download VPNs, or do anything else to bypass the district filtering.
- I will protect the privacy of my username and password from others.
- I will not use someone else's username or password for any reason.
- I will not access, copy, or modify files or passwords belonging to other users.
- I will never use the computer to be hurtful to others.
- I will not look at, send, or display inappropriate messages or pictures, nor will I use the computer to intimidate, harass or bully others.
- I will report anything that I may see on social media that may impact others well-being or safety at school to a teacher, administrator, or parent.
- I will not illegally install licensed or copyrighted software.
- I will follow copyright and trademark laws. I will not use or copy materials without proper permissions or acknowledgment. This includes text, images, video, music and any other materials that could violate copyright laws.
- I will immediately notify a teacher or staff member if I access something questionable.
- I will not reveal personal information or images online such as my name, email address, address, and telephone numbers without written permission from my parent or guardian.
- I will not reveal personal information or images of any other individual online such as their name, email address, address, or telephone numbers.
- I will not use district technology for commercial purposes, partisan/political purposes or for any unlawful purpose.
- I will not change any computer settings without permission from a teacher or district staff member.
- If I notice my laptop is broken, I will not try to fix it myself, but I will tell my teacher or another adult immediately.



Chippewa Valley Schools

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Laptop Use Agreement

Student and Parent please sign the Laptop Use Agreement Form on the back. Students will electronically agree to the AUP the first time they log into their school issued laptop.

As the parent/guardian, my signature indicates I have read and understand the Guidelines, Procedures, and Acceptable Use and Safety Policy outlined in this handbook and give my permission for my child to have access to and use the described District issued technology. I understand we will be responsible for damage to district issued equipment due to neglect, carelessness, or misuse. My child may be assigned fees for damaged equipment that we will be responsible for.

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____ Date: _____

As the student, my signature indicates I have read or had explained to me the Guidelines, Procedures, and Acceptable Use and Safety Policy outlined in this handbook and accept responsibility for abiding by the terms and conditions outlined and using these resources for educational purposes. I am responsible for taking care of equipment assigned to me and using it according to the AUP.

Student Name (please print): _____ Grade: _____

Student Signature: _____ Date: _____

*Once the device is checked out to your student, please examine it closely and fill out a damage report form if you have any concerns about the condition of the laptop.

Student ID #: _____ Computer Barcode: _____