

**Rutland Central Supervisory Union
Proctor, Rutland Town, West Rutland School Districts**

Code

BRING YOUR OWN DEVICE/PERSONAL USE DEVICE (BYOD, PUD)

Policy

The Rutland Central Supervisory Union strongly believes in the educational value of electronic services and recognizes their potential to support its curriculum and student learning by facilitating resource sharing, innovation, and communication. By deploying a filtering system, RCSU will make every effort to protect students and teachers from any misuses or abuses as a result of their experience with an information service. This places RCSU in compliance with CIPA (Children’s Internet Protection Act).

You and your child’s signatures will indicate acknowledgment and understanding of the following standards. These standards have been cross-referenced with other sections of the RCSU *BYOD / Electronic Violations and Consequences, Acceptable Use of Resources, Communication, and the Internet (G11 & E11)* to provide information to students and parents regarding possible violations and consequences.

Please refer to other sections of the RCSU – *BYOD / Electronic Violations and Consequences* for additional information for violating these standards. As a user of this service, your child will be expected to abide by the following rules of network etiquette. (References are not an exhaustive list).

District Technology Network Guidelines

1. Personal Safety

- a. I will not post personal contact information about myself or other people without the permission of my parents and teacher. Personal contact information includes but is not limited to my photo, address or telephone number. (*Safety violation*)
- b. I will not agree to meet with someone I have met online without my parent’s approval. (*Safety violation*)
- c. I will promptly disclose to my teacher or other school employee any message I receive that is inappropriate. (*Safety violation*)

2. Illegal Activities

- a. I will not attempt to gain unauthorized access to RCSU’s district network resources or to any other computer system to go beyond my authorized access. This includes attempting to log in through another person’s account or access another person’s files. These actions are illegal, even if only for the purposes of “browsing.” (*Theft*)
- b. I will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal. (*Vandalism*)

- c. I will not use RCSU's district network to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, or threatening the safety of a person. *(Drug and safety violation)*
- d. I will not read, move, rename, edit, delete, or in any way alter the files that have been created or organized by others. *(Vandalism)*
- e. I will not install software on any RCSU computers or on the RCSU network without direct supervision of RCSU staff. *(Vandalism)*
- f. I will not alter hardware or software setups on any RCSU computer resources. *(Vandalism)*
- g. I will not download applications meant for or owned by the RCSU to your personal machine or cloud-based personal account. For example, logging on to an iPad with a personal account and/or downloading an application meant for an RCSU account. *(Theft)*

3. Security

- a. I am responsible for my individual account and should take all reasonable precautions to prevent others from being able to use my account. *(Safety violation)*
- b. I will immediately notify a teacher or the campus administrator if I have identified a possible security problem with the network or peripheral computers. I will not go looking for these security problems, because this may be construed as an illegal attempt to gain access. *(Safety violation/theft)*
- c. I will take all precautions to avoid the spread of computer viruses. *(Vandalism)*
- d. I will not attach non-RCSU computer equipment or peripherals to the RCSU network or its infrastructure without prior approval from the IT department. This may / may not include data storage devices such as USB / Flash drives, External Hard Drives, networkable devices, wireless devices, CDs, or any other device. *(Safety)*

4. Inappropriate Language

- a. Restrictions against inappropriate language apply to public messages, private messages, and material created for assignments or to be posted on web pages. *(Derogatory statements/disruption of education)*
- b. I will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language. *(Derogatory statement/sexual harassment)*
- c. I will not engage in personal attacks, including prejudicial or discriminatory attacks. *(Derogatory statements/disruption of education)*
- d. I will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If I am told by a person to stop sending them messages, I will stop. *(Disrespecting others' rights/disruption of education)*
- e. I will not knowingly or recklessly post false or defamatory information about a person or organization. *(Derogatory statements/disruption of education)*

5. Respect for Privacy

- a. I will not repost a message that was sent to me privately without permission of the person who sent me the message. *(Disrespecting others' rights)*
- b. I will not post private information about another person. *(Disrespecting others' rights)*

6. Respecting Resource Limits

- a. I will use the technology at my school only for educational and career development activities. (*Disruption of education*)
- b. I will not post chain letters or engage in “spamming.” Spamming is sending an annoying or unnecessary message to a large number of people. (*Disruption of education*)
- c. I will not download or use games, pictures, video, music, instant messaging, e-mail, or file sharing applications, programs, executables, or anything else unless I have direct authorization from a teacher, it is legal for me to have the files, and it is in support of a classroom assignment. (*Disruption of education*)
- d. I understand that RCSU personnel may monitor and access any equipment connected to RCSU network resources and my computer activity. RCSU personnel may delete any files that are not for a classroom assignment. (*Security*)

7. Plagiarism and Copyright Infringement

- a. I will not plagiarize works that I find on the Internet or on the computers at my school. Plagiarism is taking the ideas or writings of others and presenting them as if they were my own. (*Theft*)
- b. I will respect the rights of copyright owners. Copyright infringement occurs when I inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, I will follow the expressed requirements. If I am unsure whether or not I can use a work, I will request permission from the copyright owner. If I am confused by copyright law, I will ask a teacher to answer my questions. (*Theft*)

8. Inappropriate Access to Material

- a. I will not use district network resources to access or store material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination toward other people. (*Disruption of education/safety violation*)
- b. If I mistakenly access inappropriate information, I will immediately tell my teacher or an administrator and will not attempt to access the inappropriate information again. (*Failure to comply with directives*)
- c. My parents will instruct me if there is additional material that they think it would be inappropriate for me to access. The district fully expects that I will follow my parent’s instructions in this matter. (*Respect for others violation*)
- d. I understand that internet access is provided for support of classroom assignments, and I will not attempt to surf anonymously or modify the computer in any way to allow me access to websites or applications I am not authorized to use. (*Disruption of education*).

Policy Non-Compliance

Failure to comply with the *BYOD Acceptable Use Policy* may, at the full discretion of the RCSU, result in the **suspension of any or all technology use and connectivity privileges or further disciplinary action as per the RCSU Code of Conduct and Violation Consequences Document [as well as possible criminal charges]**.

The principal(s) and / or superintendant will be advised of breaches of this policy and will be responsible for appropriate remedial action.

Student Declaration

I, [student name], have read and understand the above *BYOD Acceptable Use Policy*, and consent to adhere to the rules outlined therein.

Student Signature

Date

Parent Signature

Date

IT Administrator, Principal
or other Administrator Signature

Date

Date Warned:

Date Adopted:

Legal Reference(s):

Cross Reference(s):