

## **NOTICE TO PARENT/GUARDIAN/ADULT STUDENT/OR OTHER PERSON WITH LEGAL AUTHORITY OF USERS OF TSBVI TECHNOLOGY RESOURCES**

Dear Parent/Guardian/Adult Student or Other Person with Legal Authority,

Your student has an opportunity to be given access to TSBVI's technology resources, meaning electronic communication systems and electronic equipment. Your student needs your permission to have this access. It is important that you and your student read the enclosed School policy, procedures, and agreement form, and discuss these requirements together. If you have questions or need help understanding these materials, please contact the Principal at 512-206-9176. Inappropriate use of the School's technology resources may result in suspension or revocation of the privilege to use these resources, as well as other disciplinary or legal action, in accordance with applicable laws, TSBVI policies, the Student Code of Conduct and TSBVI procedures.

As a user of the School's technology resources, your student will be able to access:

- An unlimited number of databases, libraries, and resources;
- The Internet and other electronic information systems/networks, which can be used to communicate with schools, colleges, organizations, and individuals around the world; and
- Shared electronic equipment, which may have stored temporary Internet and electronic files of other users.

Please be aware that the Internet is an association of diverse communication and information networks. While TSBVI is required by federal law to use technology protection measures to limit access to material considered harmful or inappropriate to students, it may not be possible for us to absolutely prevent such access. Despite our best efforts and beyond the limits of filtering technology, your student may run across areas of adult content and some material you might find objectionable. Because of your student's visual impairment, TSBVI will provide an appropriate means of access to the Internet such as large print or speech.

Please return the attached acknowledgment form indicating your permission or denial of permission for your student to access the School's technology resources.

## **STUDENT AGREEMENT FOR ACCEPTABLE USE OF TSBVI'S TECHNOLOGY RESOURCES AND FOR USE OF PERSONAL COMPUTER DEVICES, MOBILE PHONES, OR OTHER ELECTRONIC DEVICES**

You are being given access to the School's technology resources, meaning electronic communication systems and electronic equipment. TSBVI also permits use of personal computer devices, mobile phones, or other electronic devices for instructional purposes while on campus.

With this educational opportunity comes responsibility. It is important that you read the applicable School policy, procedures, and agreement form and contact the Principal at 512-206-9251 if you have questions. Inappropriate use of the School's technology resources may result in suspension or revocation of the privilege to use these resources and may result in suspension or revocation of the privilege to use this educational tool, as well as other disciplinary or legal action, in accordance with the Student Code of Conduct and applicable laws.

As a user of TSBVI's technology resources, you will be able to access:

- An unlimited number of databases, libraries, and resources;
- The Internet and other electronic information systems/networks, which can be used to communicate with schools, colleges, organizations, and individuals around the world; and
- Shared electronic equipment, which may have stored temporary Internet and electronic files of other users.

Please note that the Internet is a network of many types of communication and information networks. It is possible that you may run across areas of adult content and some material you (or your parents) might find objectionable. While the School will use filtering technology to restrict access to such material, it is not possible to absolutely prevent such access. It will be your responsibility to follow the rules for appropriate use.

If you are being issued a TSBVI technology device, you will be given additional materials addressing the proper use, care, and return of these devices.

### **RULES FOR APPROPRIATE USE**

- Agreements for acceptable use of the School's technology resources and personal computing devices, mobile telephones or other electronic devices for on-campus instructional purposes must be signed annually by both the student and the parent. [See Policy CQ(EXHIBIT)]
- You will be assigned an individual account for hardware and Internet access, and you are responsible for not sharing the password for that account with others.
- The account is to be used primarily for school-related educational purposes. Incidental person use that does not interfere with instruction or impede the School's technology resources is permitted.
- You will be held responsible at all times for the proper use of your account, and the School may suspend or revoke your access if you violate the rules.

- When using your personal device, you must follow the School's technology resources policy and associated procedures, including this acceptable use agreement document.
- Students must have approval to possess computing devices such as netbooks, laptops, tablets, or other portable computers. Students must report all personal computer equipment to classroom teachers/advisors. Each classroom teacher/advisor will notify the assigned technology teacher of the device. The assigned technology teacher will approve each device and insure that appropriate precautionary steps will be taken to ensure secure use of the TSBVI network. This may include the installation of security software. Support for personal devices will be provided by Information Resources staff on a best-effort basis.
- For safety purposes, the School permits students to possess personal mobile telephones; however, these devices must remain turned off during the instructional day, including during all testing, during instructional time in the residential setting, or at school events unless they are being used for approved instructional purposes. Use of cell phones is also not allowed during "lights out" time on the dorms. Students may possess cell phones that are turned off during these times.
- The use of mobile telephones or any device capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or school-sponsored event.
- If a student uses a cell phone during a time that it not allowed, a staff member will ask for the student's phone and turn it in to the Principal. If the student refuses to hand the staff member the phone, the staff member will complete a student incident report. When confiscated, the student must schedule an appointment with the Principal to receive the cell phone.
- Students may possess and use items such as tape recorders, radios, CD players, cameras, or other electronic devices at times that do not interfere with instruction and approved by the student's teacher or residential instructor.
- For safety purposes, students may not wear headsets/ear buds and listen to music or other auditory content with any electronic device while traveling in the buildings or across campus.
- The Principal may determine that a student may not possess such items when they interfere with instruction or when they are disruptive.
- TSBVI is not responsible for damage to or loss of personally-owned devices.
- Violation of these rules may result in suspension or revocation of system access and/or suspension or revocation of permission to use personal electronic devices while on campus, as well as other disciplinary action, in accordance with the Student Code of Conduct including confiscation of devices. Confiscated telecommunications devices that are not retrieved by the student or the student's parents will be disposed of after the notice required by law.
- In limited circumstances and in accordance with law, a student's personal telecommunications device may be searched by authorized personnel.

## INAPPROPRIATE USES

- Using the resources for any illegal purpose, in support of illegal activities, or for any other activity prohibited by School policy or procedure.

Any student taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as “sexting,” will be disciplined according to the Student Code of Conduct may be required to complete an educational program related to the dangers of this type of behavior, and in certain circumstances, may be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student, parents are encouraged to review with their student <http://beforeyoutext.com>, a state developed program that addresses the consequences of engaging in inappropriate behavior using technology.

- Accessing the resources to knowingly alter, damage, or delete TSBVI property or information, or to breach any other electronic equipment, network, or electronic communications system in violation of the law or School policy.
- Damaging electronic communication systems or electronic equipment, including knowingly or intentionally introducing a virus to a device or network, or not taking proper security steps to prevent a device or network from becoming vulnerable
- Disabling or attempting to disable or use of proxy to avoid any Internet filtering device.\
- Encrypting communications to avoid security review.
- Using someone’s account without permission.
- Pretending to be someone else when posting, transmitting, or receiving messages.
- Attempting to read, delete, copy, modify, or interfere with another user’s posting, transmittal, or receipt of electronic media.
- Using resources to engage in conduct that harasses or bullies others.
- Sending, posting, or possessing materials that are abusive, obscene, pornographic, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal, including cyberbullying and “sexting.” Users who access such material are expected to discontinue the access as quickly as possible and to report the incident to a supervising teacher and/or the Director of Information Resources.
- Using e-mail or Web sites to engage in or encourage illegal behavior or to threaten school safety.
- Using inappropriate language such as swear words, vulgarity, ethnic or racial slurs, and any other inflammatory language.
- Posting personal information about yourself or others, such as addresses and phone numbers.
- Responding to requests for personally identifying information or contact from unknown individuals.

- Making appointments to meet in person people met online. If a request for such a meeting is received, it should be reported to a teacher or administrator immediately.
- Posting or transmitting pictures of other students without obtaining prior permission from all individuals depicted or from parents of depicted students who are under the age of 18.
- Violating others' intellectual property rights, including downloading or using copyrighted information without permission from the copyright holder.
- Wasting school resources through the improper use of the School's technology resources, including sending spam.
- Using third-party software to bypass the School's network access protocols. Examples include commercial applications such as "Go to My PC" and similar programs. Users are prohibited from installing unauthorized wireless access points, including tethering.
- Gaining unauthorized access to restricted information or resources.
- Installing any commercially licensed software on any TSBVI computer. Requests for additions to TSBVI software or applications for instructional purposes should be requested from a technology teacher.

#### **CONSEQUENCES FOR INAPPROPRIATE USE**

- Suspension of access to TSBVI's technology resources;
- Revocation of the account or of permission to use personal electronic devices while on campus; or
- Other disciplinary or legal action, in accordance with the Student Code of Conduct and applicable laws.

#### **REPORTING VIOLATIONS**

- You must immediately report any known violation of TSBVI's applicable policies, Internet safety plan, or acceptable use guidelines to your technology teacher or the Principal.
- You must report any requests for personally identifying information or contact from unknown individuals, as well as any content or communication that is abusive, obscene, pornographic, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal to your technology teacher or the Principal.

**The student acceptable use agreement must be renewed each school year.**

## STUDENT ACCEPTABLE USE AGREEMENT ACKNOWLEDGMENT

Student's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

### STUDENT

I understand that my use of TSBVI's technology resources, including the School's wireless Internet services, is not private and that TSBVI will monitor my activity. I understand that my personal electronic device may be searched by TSBVI administrators in accordance with policy FNF.

I have read this user agreement and agree to abide by its provisions. I understand that violation of these provisions may result in suspension or revocation of access to the School's technology resources and/or suspension or revocation of permission to use my personal electronic device for instructional purposes while on campus.

Student's signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### 1. PARENT/GUARDIAN/ADULT STUDENT/OR OTHER PERSON WITH LEGAL AUTHORITY (please check one):

I have read the parent notice and this user agreement. In consideration for the privilege of my student using the School's technology resources, I hereby release TSBVI, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my student's use of, or inability to use, these resources, including, without limitation, the type of damage identified in TSBVI's policy and procedures.

\_\_\_ I give permission for my student to access the TSBVI's technology resources and certify that the information contained on this form is correct.

\_\_\_ I do not give permission for my student to access TSBVI's technology resources.

### 2. PARENT/GUARDIAN/ADULT STUDENT/OR OTHER PERSON WITH LEGAL AUTHORITY (please check one):

I have read the parent notice and this user agreement. In consideration for the privilege of my student using the School's technology resources, I hereby release TSBVI, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my student's use of, or inability to use, these resources, including, without limitation, the type of damage identified in TSBVI's policy and procedures.

\_\_\_ I give permission for my student to use his or her personal electronic device(s) at school for instructional purposes while on campus.

\_\_\_ I do not give permission for my student to use his or her personal electronic device(s) at school for instructional purposes while on campus.

\_\_\_\_\_  
**Signature of Parent or Guardian, or of Student age 18 or older who is able to give informed consent, or of Other Person with Legal Authority (e.g. Power of Attorney, Voluntary Adult Caregiver, or Agent)**

\_\_\_\_\_  
**Printed Name of Person Signing**

\_\_\_\_\_  
**Date**