

Hatboro-Horsham School District
AUP Acknowledgment
Expectations for Grades 9 -12 Students

Digital citizenship is the term we use to describe the right ways to behave and act when using technology. When I use technology (computers, network resources, etc.) provided to me by my school, I understand I am expected to demonstrate digital citizenship. This includes understanding and acknowledging the following:

1. Technology use for school is a privilege. Not everyone has access to the same technology or uses technology the same way. I will respect our technology resources including hardware, applications, and network settings. I will not make changes or modifications that would impact my own or others' ability to use them. I understand that in our local and global community not everyone can access the same resources that I have.
2. When I use technology, it is possible to access things on the Internet or receive messages from others that make me feel uncomfortable. I understand what bullying is and the serious consequences for bullying others. I will not use technology in a way that causes embarrassment or discomfort for others. The school district may choose to monitor my communications and use of the network to make sure I am using it responsibly.
3. The technology provided by Hatboro-Horsham School District is for my learning and schoolwork. It is not for non-educational use. Access to the Internet is a shared resource, and when I use it for things that are not essential to my schoolwork it can limit Internet access for others who need it for learning. Also, I understand that my technology use must be balanced with other activities both in and out of school as part of a healthy lifestyle.
4. I will not respond to communications that are inappropriate and intended to make me or others feel uncomfortable. If I get a message that is inappropriate, I will talk to a teacher or staff member. I will not interact online with people I do not know unless it is part of a school activity.
5. I understand that the Internet is a valuable resource for finding goods and services. I will not use district resources for personal business activities.
6. When I use technology, I will use only the account assigned to me, identify myself for other users on our network when I interact with them, and will not share my passwords. I have the responsibility to respect and protect the rights of every other technology user at my school and on the Internet, including respect for others' privacy. Respecting others' privacy includes not accessing digital content that does not belong to me, not accessing accounts or resources that are not mine or shared with me, and not using the audio/visual recording features of my school-issued or personal devices to record someone who has not consented to it.
7. I will check with my teacher or my parents before downloading or installing software or other applications. Many harmful things can be downloaded from the Internet, and these could put my technology and my safety at risk. Hatboro-Horsham uses software to prevent users from accessing inappropriate content on the Internet. Bypassing or disabling this software is not allowed, and using a personal non-network device to access restricted content while at school or at school functions is not allowed.

Personal Electronic Devices:

Our schools have a "guest network" that allows people from outside the school district to access the Internet when they visit. This network is not for student use. At school, district devices are provided and should be utilized.

Your personal electronic devices are your responsibility. HHSD has no responsibility for the physical device, its operation, and any damage/corruption of data.

Expectations for acceptable use still apply. Policy 815: <http://www.hatboro-horsham.org/Page/287>

Adapted from:

Ribble, M. (2016). Nine Themes of Digital Citizenship. Retrieved from: http://digitalcitizenship.net/Nine_Elements.html

1:1 Technology Initiative Student Expectations and Responsibilities

- Are required to abide by the Acceptable Use Policy which is in effect for all activities.
- Will receive a laptop as an educational tool and it should only be used in that capacity.
- **Are responsible for ensuring the laptop is charged and ready for use every day.**
- Are responsible for bringing the assigned laptop to school each day. A computer that is left at home will be treated the same as if textbooks or homework were left at home.
- Will only use software that is permitted and installed by the school district.
- Will back up all data.
- Will not have access to data and accounts upon departure from the district (graduate, relocate, or attend another school).
- Acknowledge there is no expectation of privacy with files stored on the computers or with websites visited with the laptops. The school district has the right to monitor laptops and/or block access to applications and websites.



- Are given a power cord and laptop bag and must carry the laptop in a bag. If the power cord is lost, damaged, or stolen, the student will pay for a new one.
- Will return the laptop, bag, and power cord when scheduled, in clean and good condition and are responsible for the care of the laptop issued to them whether in or out of school.
- Will be responsible for the cost of the laptop if it is not returned.

*****For Students and Parents in Hatboro-Horsham Senior High School*****

I have read the Hatboro-Horsham School District Acceptable Use of the Computers, Network, Internet, Electronic Communications and Technical Services Policy and the Acknowledgement Statement(s).

Policy 815 and Acknowledgement Statements found at: <http://www.hatboro-horsham.org/Page/13628>

I have read the **Care of School Property Policy 224** found at: <http://www.hatboro-horsham.org/Page/13627>

I have read and completed the following:

- **Hatboro-Horsham High School Laptop Agreement:** <http://www.hatboro-horsham.org/Page/13624>
- **Technology Fee:** <http://www.hatboro-horsham.org/Page/13625>
- **Student Responsibilities and Expectations:** <http://www.hatboro-horsham.org/Page/13629>

Students:

I agree to follow the rules contained in this policies and agreement. If I have any questions or need clarifications while using School District electronic devices (to include laptops and computers), network, internet, electronic communications and technology services, I understand it is my responsibility to contact the Technical Services Division. I hereby release the School District, its personnel, and any institutions with which it is affiliated from any and all claims and damages of any nature arising from my inability to use the School District Network, including, but not limited to, claims that may arise from unauthorized use of the School District Network.

Parents and Students:

We understand if I/my son/daughter fail(s) to comply with these policies/agreement or make inappropriate use of the Internet, district network or electronic devices it may result in usage restrictions, loss of access privileges, disciplinary action, and/or legal proceedings.

I acknowledge that my son/daughter will be issued a district account and an electronic device for educational use and certify that the information contained in this form is correct.