



Acceptable Use Policy (AUP)

Rules and regulations governing the use of electronic networked resources and internet safety

The Acceptable Use Policy (AUP) guides (included on pp. 23-25 of the Student Handbook) the use of electronic devices.

1. The teacher determines when the electronic devices are used in the instructional setting.
2. Students must use technology appropriately and respectfully at all times. Any use of technology that bullies, threatens, harasses, endangers, or attacks another person or persons may be disciplined under all applicable regulations and laws*.
3. Any personal electronic device is to arrive to school fully charged and run off its own battery while at school.
4. Students are to connect their personal electronic devices to the APS.Guest network. The password is *knowledge***.
5. Students are responsible for the safety, operation, troubleshooting and repair of their own electronic devices.
6. Students realize and acknowledge that printing from the electronic device will not be possible at school.
7. Students have no expectation of privacy while using the network, or while in possession of an electronic device on school property.
8. A principal's designee may take and search any device in student possession with reasonable suspicion a student has violated this policy. An administrator may hold devices that have been taken or confiscated until retrieved by parent/guardian.
9. Students must put work into their own words – do not simply copy and paste. Cite sources and obtain permission for their use when appropriate.
10. Students that mishandle, damage, or destroy APS property are subject to disciplinary action and referral to police, and may be responsible for paying for the property.
11. Students may not disable or work around the content filter. Students may not tamper with, copy, download, or attempt to install or execute files without authorization.

- * For more info, see APS Policy Implementation Procedures 25-1.17 and 45-2.
- ** This school-wide statement serves as authorization under APS PIP 45-2, §2, ¶13.
- Questions about the AUP may be directed to an Administrator or the Instructional Technology Coordinator.

I, _____ (**Print Student First, Last Name**), understand the following expectations prior to using technology at Swanson Middle School.

- I agree to use APS's technology carefully, respectfully and responsibly.
- I will follow school and APS rules.
- I will follow the APS Acceptable Use Policy (45-2)
- I will protect my privacy and the privacy of others.
- I will be safe on the Internet.

If I do not work safely and responsibly, I may lose my computer privileges and face additional consequences.

_____ **Student Signature**

_____ **Parent/Guardian Signature**

_____ **Student ID Number** _____ **Grade Level** _____ **Date**