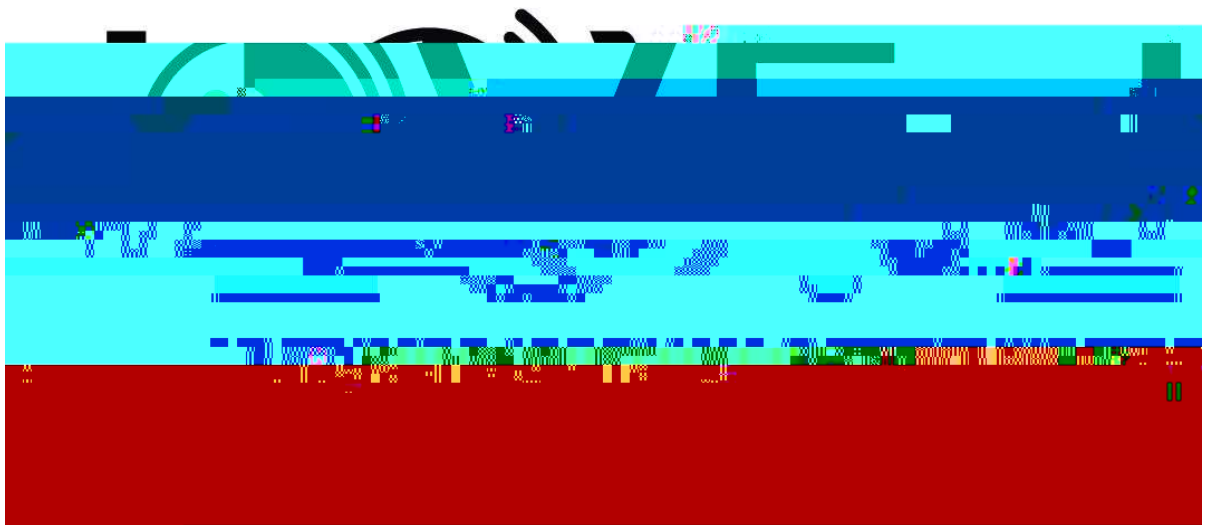

ACPSD

PERSONALIZED, DIGITAL

LEARNING INITIATIVE



A Parent Student Guide for Elementary Schools

The Mission of Aiken County Public Schools, the unifying agent of new horizons and extraordinary possibilities, is to ensure all students thrive as future ready, globally mindful, and productive citizens through a responsive and inclusive school system distinguished by

High quality and student centered learning experiences

Transformative stakeholder partnerships

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Laptop devices (including power cords and protective covers) will be distributed at the beginning of each school year.

ACPSD students are distributed laptops to use for classroom instruction and will be allowed to take the device home to complete learning activities _____

The Laptop is intended for use at school each day. Students are responsible for bringing their Laptop to all classes, unless specifically instructed otherwise by the teacher.

In addition to using their Laptop for classroom learning activities, students may access school messages, announcements, calendars and schedules in and outside of scheduled classroom time.

Students who leave their Laptop at home are still responsible for completing their daily coursework. Repeated offenses may result in disciplinary action.

The school may issue a loaner Laptop to a student while his/her device is being repaired. A loaner may not be immediately available.

Students may establish Wi-Fi connections with their Laptop outside of school.

Aiken County Public School District makes no assurance that the network will be operational at all times

The district will distribute updated versions of licensed applications from time to time through network processes or manually by a technician

Digital Citizenship is a concept which helps teachers, technology leaders, and parents understand what students/child and technology users should know in order to appropriately use technology.

Digital Citizenship is more than just a teaching tool; it is a way to prepare students/technology users for a society filled with technology.

The district expects students to use technology appropriately and responsibly whether in electronic communication or participation

The district has electronic expectations in place in order for students to participate safely and securely and enjoy the rights of a digital world in an educational setting

The school will provide email access to students all ACPSD students. Internet access will be provided while on school campuses

The District provides Internet filters that block large numbers of inappropriate websites, both while the student is at school and at any location their Laptop is connected to the Internet. However, no filter is 100% effective, and students are not permitted to intentionally search for inappropriate content nor intentionally attempt to bypass the filter. If a student inadvertently encounters inappropriate content, they should report it to their teacher or school administrator immediately.

Aiken County Public School District reserves the right to investigate any inappropriate use of technology equipment and to review, monitor, and restrict information stored on or transmitted via Aiken County Public School District owned network

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We encourage parents to talk with their children about the values and standards you expect them to follow

Students are responsible for the entire cost of repairs to Laptops that they use

In the event a Laptop is lost by a student on or off campus, the student or parent/guardian must report the loss to the school within 48 hours. Laptops are equipped with tracking capabilities, which are utilized for loss prevention. A report can be accessed for every location the device travels.

In the event a Laptop is stolen or vandalized on campus, the student or parent/guardian must report the theft or loss to the school within 48 hours. A school resource officer will assist with filing a report in the appropriate manner. uLay o

PARENT / STUDENT GUIDE

- 1 I will take proper care of my Laptop**
- 2 I will not loan my Laptop or charger to others**
- 3 I will be accountable for my Laptop at all times**
- 4 I will charge my Laptop battery daily.**
- 5 I will not leave my Laptop in an unlocked vehicle**
- 6 I will keep food and beverages away from my Laptop**
- 7 I will not take apart any part of my Laptop or attempt repairs**
- 8 I will not remove district required applications**
- 9 I will protect my Laptop by carrying it properly and not removing the protective cover**
- 10 I will not stack objects on top of my Laptop**
- 11 I will not drop pens, pencils, or other objects in my Laptop**
- 12 I will not leave my Laptop outside or use it near water**
- 13 I will save school-related data to the district assigned cloud storage (Aiken County Public School District will at times re-sync and/or re-image Laptops. All files not saved to server or other storage media will be deleted during these processes. Students are ultimately responsible for saving all their personal files to their personal cloud storage. Examples include personal music, books, etc)**
- 14 I will not place decorations (such as stickers, markings, etc) on my Laptop**
- 15**

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This administrative rule is adopted to implement the district's Internet acceptable use policy. While the rule primarily addresses utilization of the Internet and other electronic online connection services, it also applies, where appropriate, to the general use of district owned computer hardware and software.

The purpose of the district's decision to provide Internet access is to allow an expanded opportunity for education, research and professional development by providing access to unique resources and the opportunity for collaborative work. All use of the Internet must be in support of education and research and consistent with the educational and staff development objectives of the district. Use of any organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any federal or state laws or regulations is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material protected by trade secret. Violations will result in appropriate disciplinary action against the staff member or student involved.

Student Internet activities will be monitored by the district to ensure students are not accessing

It will be the responsibility of all district school staff to make a reasonable effort to educate, supervise, and monitor appropriate usage of online computer network access to the Internet in accordance with this policy and corresponding administrative rule, OPA, COPPA, and the Protecting Children in the 21st Century Act

The following list is considered precautions taken by ACPSD to ensure the safety of their students, employees, and other individuals

Students will not post or email personal contact information about themselves or other people unless it is in conjunction with a specific teacher approved assignment or approved college/career communication

Students will not agree to meet with someone they have met online without their parent/legal guardian's approval

Students will promptly disclose to an administrator, teacher, or other school employee any message they receive that is inappropriate or makes them feel uncomfortable

Employees will report any concerns related to their use of technology to their immediate supervisor

Individuals should not have an expectation of privacy in the use of the district's email, systems, or equipment. The district may, for a legitimate reason, perform the following

**obtain emails sent or received via district email or other messaging/communications system
monitor an individual's use on the district's systems, including all Internet activity
confiscate and/or search district owned software or equipment**

Note: The district may confiscate for a reasonable period of time any personal electronic device being used in violation or apparent violation of policy and may search recent activation and/or utilization of the device to determine or confirm such inappropriate utilization or violation of policy, in accordance with the scope and permitted searches of such devices under the standards of [New Jersey TLO](#) and other applicable law

Adopted 11/12/98 Revised 1/8/02, 5/22/12, 8/25/15

Federal Law

Children's Internet Protection Act of 2000 [47 U.S.C.A. Section 254\(h\)](#).

The Digital Millennium Copyright Act of 1998, [17 U.S.C.A. Section 512](#)- Limitations on liability relating to material online

S.C. Code, 1976 as amended

Section 10-1-205- Computers in public libraries; regulation of Internet access



Section 163-850- Encountering child pornography while processing film or working on a computer

Section 16-15-305- Disseminating procuring or promoting obscenity unlawful; definitions, penalties
obscene material designated contraband

Section 59-19-90- General powers and duties of school trustees

Federal Cases

Rudman v. Fairfax Co Sch Bd, 637 F.3d 421, 427 (4th Cir. 2011).

Issued 1/02

to establish the boards adherence to the computer technology literacy requirement for the