

STUDENT USER AGREEMENT PARENT/GUARDIAN PERMISSIONS FORM

As a student user of Lakeland School System electronic resources, I hereby agree to comply with the rules as outlined in the *Acceptable Use Agreement* and to communicate over the network in an appropriate fashion while honoring all relevant laws and restrictions.

STUDENT SIGNATURE: _____

I understand that some objectionable materials may be accessed even with District content filtering in place. I understand that individuals and families may be held liable for violations. I will accept responsibility for guidance of internet use by setting and conveying standards for my son/daughter to follow when exploring online information and media on an independent basis. Lakeland School System cannot be responsible for ideas and concepts that my child may gain by his or her inappropriate use of the internet.

I understand and accept the conditions stated and agree to release, indemnify, and hold harmless, Lakeland School System, Lakeland Board of Education, and/or their employees or agents from any and all claims and liability associated with or arising from the above student's independent use and/or access to the internet.

As the parent or legal guardian of the minor student signing above or as a student 18 years of age or older, I have read this contract, the *Acceptable Use Agreement* and the descriptions for *Web Publishing and Media Coverage*. I grant permission for this student in the following areas:

	Agree	Do NOT Agree
A. This student has permission to access the internet under supervision (any grade) or independently (3 rd grade or older).		
B. LSS has permission to publish this student's work and image on the internet.		
C. LSS has permission to include this student's name in positive media coverage of his/her class or school.		

Initial one choice for each permission listed above and complete the following:

AUTHORIZING SIGNATURE
(Parent, Guardian, or Student 18 or older)

DATE

SCHOOL

GRADE/HOMEROOM

NAME OF STUDENT (PRINT)

DATE OF BIRTH

PLEASE RETURN THIS FORM TO SCHOOL WITHIN 4 SCHOOL DAYS OF RECEIPT

For Office Use Only:

As the certifying official, the above named student has been instructed on safe and acceptable use of the network.

Date of Instruction

Signature: Certifying Official

Notice to School Officials: This form is to be placed in the student's permanent file and the responses recorded in the appropriate fields on the demographic screen in the district's student information system .

Lakeland School System offers educational and employment opportunities without regard to race, color, creed, national origin, religion, sex, age, or disability and adheres to the provisions of the Family Rights and Privacy Act (FERPA).

NETWORK AND INTERNET USE AGREEMENT

A. *Student Acceptable Use Agreement* and internet Access

We are pleased to offer students of the Lakeland School System access to district electronic resources. Our goal in providing this service is to promote educational excellence in our system by facilitating resource sharing, innovation, and communication. Electronic resources provide students with access to vast amounts of information and numerous opportunities for communication. A listing of district-approved online technologies is available on the district website.

Our intent is to make internet access available to further educational goals and objectives. However, parents/guardians should be warned that if students disregard the guidelines of the school and/or system, they might find ways to access other materials via the internet that may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. We believe that the benefits to students from access to the internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages.

Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Lakeland School System supports and respects each family's right to decide whether or not to approve independent internet access and communication. To gain access to the internet, all students under the age of 18 must obtain parental/guardian permission and must sign and return the attached form to the Principal or designee. Students 18 and over may sign their own forms.

Student Responsibilities

Electronic resources are provided for students to enhance the learning experience. Access to services is given to students who agree to act in a responsible manner. Student use must be consistent with the educational objectives of the Lakeland School System.

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

Computer, network, and cloud network storage areas will be treated like school lockers. Network and/or school administrators and teachers may review files, bookmarks, and communications under the same standards set for school lockers to insure the integrity of the electronic media. Privacy is not guaranteed for files stored on school district servers nor will files be maintained indefinitely. Students should also be advised that they should have no expectation of privacy for any information created or communicated using Lakeland School System electronic resources or stored on District computers, servers, or in the cloud.

School and Parent Responsibility

Within reason, freedom of speech and access to information will be honored. During school, teachers will guide students toward appropriate materials. Outside of school and with independent access, parents/guardians bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, and other potentially offensive media.

Schools will insure that procedures for access and standards of conduct regarding internet use are communicated to students. It is presumed that students given access will comply with district standards and will honor the agreements they have signed. The district cannot be responsible for ideas and concepts that a student may gain by his or her inappropriate use of the internet.

District Electronic Access and Internet Rules

The following uses of LSS electronic resources are not permitted and may result in disciplinary action:

- Violating existing board policy or regulation or local, state, or federal statute;
- Violating copyright laws;
- Using electronic resources for non-instructional purposes;
- Using obscene language;
- Sending or displaying offensive messages or pictures;
- Harassing, insulting, defaming or attacking others;
- Intentionally spreading viruses or malicious software or malware;
- Sharing personal login information or using another person's login;

- Trespassing in another's folders, work, or files;
- Publishing personal information (name, address, photograph) without teacher/parent approval;
- Using an email account at school other than one provided by the district;
- Using district provided email for non-instructional purposes;
- Buying or selling on the internet;
- Using personal electronic devices at school without appropriate permission
- Attempting to bypass network security to gain unauthorized access to information; and
- Intentionally wasting limited resources.

Sanctions

The use of the Lakeland School System electronic resources is a privilege, not a right, and inappropriate use may result in cancellation of privileges. Access entails responsibility. System administrators will deem what is inappropriate use and their decision is final.

Additional disciplinary action may be determined at the local school level in keeping with existing procedures and practices regarding inappropriate language or behavior. When applicable, law enforcement agencies or legal action may be involved.

B. Web Publishing

Web pages have been established for the Lakeland School System as a dynamic forum to educate and inform the public. This communication vehicle serves to publicize the goals, accomplishments, activities, and services of the District and of each school. Intended audiences include: students, parents, prospective parents, employees, prospective employees, and the community at large. All content contained on the website is consistent with the educational aims of the District. Student work and image will not be published or displayed on any Lakeland School System website without the express consent of the parent or guardian of a student under 18 years of age or from the student if 18 years of age or older. Permission is indicated on the attached form.

In order to safeguard students, the following procedures have been established:

1. Pictures of groups of students involved in a school-related activity may be published without consent; however, the students shall only be identified by group name; students shall not be individually identified in pictures unless there is a special reason for doing so, such as recognition for receiving an award. In such cases, the student's parent/guardian or eligible student must give written consent (through the permission form above).
2. Contingent upon receiving signed releases from the minor student's parent/guardian or from the student 18 years or older, student work may be published on the Lakeland School System website under the following guidelines:
 - Grades K-8 - Authors of electronically published work may be identified only by first name. Schools may choose to let students adopt "net names."
 - Grades 9-12 - Authors of electronically published work may be identified by first and last name.
 - All student work published must pertain to a class project, course, or other school-related activity.

C. Media Coverage

The Lakeland School System periodically distributes press releases to the media that highlight the achievements of students and schools, as well as interesting educational and extracurricular programs happening throughout the school system. LSS press releases are designed to offer newspapers and TV media an opportunity to cover these positive stories in schools and classrooms.

Additionally, to recognize outstanding student/school achievements and promote the overall success of the school system, LSS may publicize press release information (including students' names, photographs and student/school accomplishments) on district websites. *In accordance with the Family Education Rights & Privacy Act (FERPA), no student's personal information is shared with the media or published on a Lakeland School System website.*

Permission to allow this student to be identified in positive media coverage (including the LSS district website) is indicated on the attached form.