

Oceanport Board of Education

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Dear Parent or Guardian,

We are pleased to offer students of the Oceanport School District access to the district computer network and the Internet. To gain independent access to the Internet, all students must obtain parental permission. All permissions will be kept on file with the District Computer Coordinator.

The Internet will enable students to explore thousands of libraries, databases, and electronic bulletin boards and exchange messages with Internet users throughout the world-under the guidance of classroom teachers. Parents/guardians should be warned, however, that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people

While the intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. Parents must realize that the school cannot always censor what the children may find. It is important that parents join the school system in the guidance of their child's ethical use of the Internet.

Students are expected to exercise the same good behavior on school computer networks as they are in a classroom or a school hallway. This access is a privilege, not a right-and it entails responsibility. The following activities are not permitted on the Oceanport School District's network:

- Accessing, displaying, printing or distributing offensive messages or literature; pornography, discriminatory literature, etc.
- Using obscene language.
- Harassing, insulting or attacking others.
- Damaging computers, computer systems or computer networks.
- Violating copyright laws.
- Using another's password or log-in name.
- Trespassing in another's folder, work or files.
- Intentionally wasting limited resources.
- Requesting unnecessary and lengthy material that ties up system resources.
- Employing the network for commercial purposes.
- Accessing classrooms unrelated to school study or assignments.

Violations may result in loss of access, as well as other disciplinary or legal action.

The Oceanport School District supports and respects each family's right to decide whether or not their children will apply for access to this resource. In addition, we require these students to receive classroom instruction on the use of the Internet. Students must also pass an Internet User Test.

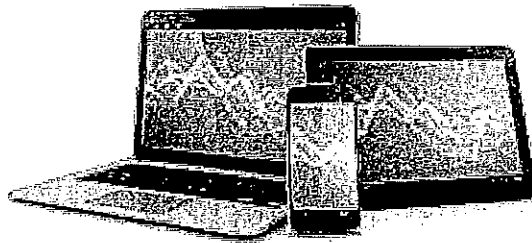
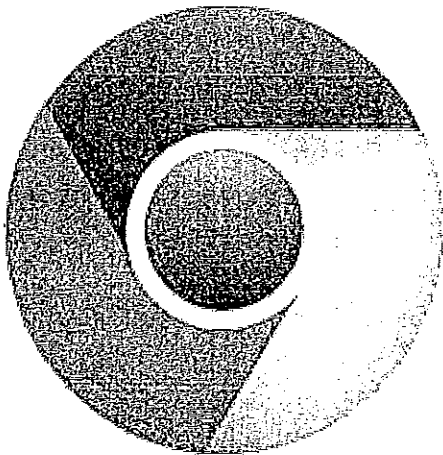
Please sign the User Agreement and Parent Permission Form and return it to school as soon as possible. Thank you.

OCEANPORT SCHOOL DISTRICT

TECHNOLOGY

CHROMEBOOK ACCEPTABLE USE

HANDBOOK



This usage handbook is to be followed in conjunction with the Oceanport School District's established policies including but not limited to 2360 - Use of Technology and 7523 - School District Provided Technology Devices to Students.

Taking Care of Your Chromebook

Students are responsible for the general care of the Chromebook which they have been issued by the school. Chromebooks that are broken or fail to work properly must be taken to the Tech Office in the computer lab. If a loaner Chromebook is needed, one will be issued to the student until their Chromebook can be repaired or replaced.

General Precautions:

- No food or drink is allowed next to your Chromebook while it is in use.
- Cables such as for charging must be inserted carefully into the Chromebook.
- Students should never carry their Chromebook while the screen is open unless directed to do so by a teacher.
- Chromebooks should be shut down when not in use to conserve battery life.
- Chromebooks should never be shoved into a locker or wedged into a book bag as this may break the screen.
- Do not expose your Chromebook to extreme temperature or direct sunlight for extended periods of time. Extreme heat or cold may cause damage.

Screen Care:

- The Chromebook screen can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen including at the edges of the frame.
- Never pick up or carry a Chromebook by the screen.
- Do not place anything on the lid cover including books especially when carrying.
- Do not lean on top of the Chromebook.
- Do not poke the screen.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, notebooks).

Using Your Chromebook At School

The Chromebook is intended for use at school each and every day. Students must be responsible for bringing their Chromebook to all classes, unless specifically advised not to do so by their teacher. Chromebooks are to be stored charging in their assigned homeroom carts when not in use after normal school hours.

New Jersey's Anti-Big Brother Act

The electronic device provided by the Oceanport School District may record or collect information on a student's activity or a student's use of the device. The Oceanport School District will not use any of these electronic capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student.

Privacy and Safety

- Do not go into any chat rooms other than those set up by your teacher or mandated in other education courses.
- Do not open, use, or change computer files that do not belong to you.
- Do not reveal your full name, phone number, home address, social security number, credit card numbers, passwords, or passwords of other people.
- Remember that network storage is not guaranteed to be private or confidential. District Administration reserves the right to inspect your files at any time and will take the necessary steps if files are in violation of the district's Acceptable Use Policy.
- If you inadvertently access a website that contains obscene, pornographic, or otherwise offensive material, notify a teacher or the principal immediately so that such sites can be blocked from further access. This is not merely a request. It is a responsibility