

**Shutesbury Elementary School
Statement Of Student Responsibilities**

Grades PK-6 Students of Shutesbury Elementary School will be given access to the internet and school technology for educational purposes. All users must follow the established guidelines as stated in the Acceptable Use Policy - (IJNDB) in order to maintain the privilege of access to school resources.

The following is a summary of the four guiding principles of the Acceptable Use Policy:

Respect	<ul style="list-style-type: none"> ● Exercise proper online etiquette using appropriate language and graphics ● Follow plagiarism, copyright, licensing rules and cite all sources ● Carefully use equipment and follow directions for proper handling; report problems to an adult ● All illegal activity and cyberbullying is prohibited
Privacy	<ul style="list-style-type: none"> ● Keep passwords private and only use your assigned computer account ● SES has the right to review all files and activity ● Content filtering blocks access to certain sites and actions to avoid this protection is prohibited
Sharing	<ul style="list-style-type: none"> ● Electronic communications promote educational excellence and reflect intellectual activities ● Follow the general communications guidelines listed in the Acceptable Use Policy
Safety	<ul style="list-style-type: none"> ● Never share private information about yourself and others ● Only access teacher-approved resources and websites ● Report any inappropriate communications, material or behavior to a trusted adult

Students will be given access to school internet and other electronic resources only if a parent or legal guardian provides written consent. Access to all electronic resources will remain in force for the duration of the student’s enrollment unless revoked due to violations of the Acceptable Use Policy.