

## **Shutesbury Elementary School Statement Of Student Responsibility**

**Grades K-6** Students of Shutesbury Elementary School will be given access to the internet and school technology for educational purposes. All students must follow the established guidelines as stated in the Acceptable Use Policy - (IJNDB) in order to maintain access privileges to school resources. This policy can be accessed on the school website: [shutesburyschool.org](http://shutesburyschool.org) - School Committee - Policy Manual - Section I: Instruction - IJNDB Acceptable Use Policy.

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

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

Students will be given access to the internet and other electronic resources only if a caregiver 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.