



## **DMUSD Student Technology Acceptable Use Agreement**

---

The Del Mar Union School District authorizes students to use technology owned or otherwise provided by the district as necessary for instructional purposes. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Agreement.

The district expects all students to use technology responsibly. The district may place reasonable restrictions on the sites, material, and/or information that students may access through the system.

Each student who is authorized to use district technology and his/her parent/guardian shall sign this Acceptable Use Agreement as an indication that they have read and understand the agreement.

### *Definitions*

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

### *Student Obligations and Responsibilities*

Students are expected to use district technology safely, responsibly, and for educational purposes only. The student in whose name district technology is issued is responsible for its proper use at all times. Students shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Students are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

1. Access, post, display, or otherwise use material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive
2. Bully, harass, intimidate, or threaten other students, staff, or other individuals ("cyberbullying")

3. Disclose, use, or disseminate personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person
4. Infringe on copyright, license, trademark, patent, or other intellectual property rights
5. Intentionally disrupt or harm district technology or other district operations (such as destroying district equipment, placing a virus on district computers, adding or removing a computer program without permission from a teacher or other district personnel, changing settings on shared computers)
6. Install unauthorized software
7. "Hack" into the system to manipulate data of the district or other users
8. Engage in or promote any practice that is unethical or violates any law or Board policy, administrative regulation, or district practice

### *Privacy*

Federal law requires the district to implement technology protection measures, which include filtering and monitoring of use of district technology. As such, students shall not have any expectation of privacy in any use of district technology.

The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, communications sent or received from district technology, or other uses. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students should be aware that, in most instances, their use of district technology (such as web searches and emails) cannot be erased or deleted. Students are considered “authorized users” of district-owned technology and if legally required, will be deemed to have provided consent for the district to access any district-owned device.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by a student on district technology does not create a reasonable expectation of privacy.

The district shall take reasonable steps to protect student data and provide any notice required under state or federal law in the event district software or applications collect any personally identifiable information from students.

### *Personally Owned Devices*

If a student uses a personally owned device to access district technology, he/she shall abide by all applicable Board policies, administrative regulations, and this Acceptable Use Agreement. The district authorizes use of personally owned technology on campus in some circumstances; however, such authorization is conditioned upon consent to access the device in the event the district has reasonable suspicion of wrongdoing by a student on his or her device.

### *Reporting*

If a student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of district technology, he/she shall immediately report such information to the teacher or other district personnel.

### *Google Workspace for Education Accounts*

Students will be using Google Workspace for Education (GWE) as a tool for learning. District-created accounts are used within a closed system that is only open to Del Mar Union School District students and staff. GWE includes several applications that enable students to create word processing documents, presentations, and spreadsheets as well as access to Google Additional Services, including Earth, Maps, and YouTube in Restricted Mode. Student use of GWE tools requires that the student follow this Acceptable Use Agreement and comply with the stipulations herein.

### *Google Workspace for Education - Student Acceptable Use Agreement*

Students will use a district-managed Google Workspace for Education account as directed by their teacher exclusively for educational purposes. Google Workspace for Education includes Google Docs, Slides, Sheets, Classroom, Drive, Forms, and Drawings. Students may access Google Additional Services such as Google Earth, Maps, and YouTube in Restricted Mode. Restricted Mode limits access to potentially unsuitable or sensitive YouTube content, and comments are hidden. In addition, the district's Internet filter further blocks access to inappropriate or unsafe material. Students must communicate respectfully, protect their account credentials, produce original work, and adhere to district policies and guidelines. By using these services, students and parents/guardians agree to follow and support responsible digital practices. Misuse may result in disciplinary actions or loss of technology privileges.

### *Consequences for Violation*

Violations of the law, Board policy, or this agreement may result in revocation of a student's access to district technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, Board policy, or this agreement may be reported to law enforcement agencies as appropriate.