

The Magellan Charter School
Acceptable Use Policy for Access to Magellan's
Electronic Resources (Elementary Version)

The Magellan Charter School is pleased to offer you an opportunity to access the Magellan network resources and the Internet while at school. Access is provided for you to conduct research, complete assignments, and communicate with others. To use these resources you must sign and return this form and obtain your parents' permission.

We expect you to use these electronic resources for educational purposes only, as approved by your teachers. This means that you may not play computer games on Magellan computers at any time unless they have been introduced by your teachers as a part of instruction. Access is a privilege, not a right. As a technology user, you are expected to act in a considerate and responsible manner. Misuse of the network resources or Internet will result in consequences for the inappropriate behavior, and access may be restricted.

As a student, you should read the following rules of network etiquette and then sign this form to show that you understand your responsibilities.

While using the Magellan network resources and the Internet from school properties,

- I will communicate politely. I will treat others with respect. I will not tease or be unkind to others.
- I will protect the privacy and safety of myself and others by not sharing private or personal information on the Internet.
- I will keep my password private, and will not attempt to use another person's password.
- I will use the network/Internet and other electronic resources for school-related, educational activities only as assigned by my teachers.
- I will not tamper with or change a computer file that isn't mine.
- I will not copy or download files without permission from my teachers.
- I will not change the computer's desktop or settings without permission from my teachers.
- I will recognize and respect the intellectual property of others. I will not plagiarize or use copyrighted materials from the Internet without permission of the author. I will cite the source where appropriate.
- I will respect the Magellan network system. I will enter approved systems only.
- I will use equipment responsibly. I will not attempt to damage or vandalize the computer hardware, electronic systems, software, or networks.
- I will not make, or attempt to make, any attempt to harm or destroy data of another user, including the uploading, downloading, or creation of computer viruses.

Consequences for Unacceptable Use of the Electronic Resources at The Magellan Charter School

If I violate any part of this policy, the consequences will be:

First Offense: I will lose access to Magellan computers for one week and the teacher will phone my parent or guardian. Any assigned computer work will be completed at home or with pen and paper using traditional resources.

Second Offense: I will lose access to Magellan computers for one month, and the teacher will phone my parent or guardian. Any assigned computer work will be completed at home or with pen and paper using traditional resources.

Third Offense: Computer use will be revoked for 12 weeks (the length of one trimester), the teacher will call my parent or guardian, and a written disciplinary form will be sent home.

Please sign, detach, and return to school as soon as possible. Students may not have access until this agreement is on file.

Student name: _____ Homeroom: _____

Student's Agreement

I have read and understand fully the Acceptable Use Policy for Electronic Resources, as written above, and agree to follow the rules and guidelines it contains.

Student Signature

Date

Parent or Guardian's Agreement

As the parent or guardian of this student, I have read the Acceptable Use Policy for Electronic Resources as written above. I understand that access to network resources/Internet for students at The Magellan Charter School is provided for educational purposes only. I understand that employees of the school will make every reasonable effort to restrict access to all controversial material on the Internet, but I will not hold them responsible for materials my son or daughter acquires or sees as a result of the use of the Internet from school facilities.

Choose one:

I give my permission to The Magellan Charter School to allow my child, _____, to use the network resources/ Internet on computers at the school.

I do NOT give permission for my child, _____ to use Magellan's computer network resources and the Internet.

Parent Signature

Date

I understand that my child's work may be considered for publication on the Internet or on the school web site (<http://www.magellancharter.org>). Unidentified photos of my child may also be published on school web sites as related to school projects and activities. My child's first name with last initial may be used with student projects or other school news.

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Choose one:

I give permission to publish my child's work, unidentified photos, and abbreviated name on the Internet.

I do not give permission to publish my child's work, unidentified photos, and abbreviated name on the Internet.

Parent Signature

Date

For *new* Magellan students: Please complete and return as soon as possible so that an account can be established.

Magellan Network Password Application

Student Name: _____

Homeroom: _____

Your child will have user name which will be used when accessing the school's network of computers and the Internet. The user name will be assigned. Please have your child choose an appropriate password which may be from 5-8 characters and should be something that is easily remembered.

Choose a password: _____(5-8 characters)

Parents will also use their child's user name and password to access locked areas of the Magellan web site.