

Educational Purpose

Arlington Public Schools (APS) provides digital devices to students to provide opportunities for learning within and beyond the classroom walls as well as to eliminate the digital divide. APS utilizes networked information resources, including digital devices, approved educational applications, and the internet to support the strategic goals of the district.

APS provides a robust and comprehensive data network to support the needs of students. APS recognizes the need to be responsive to technological change and establishes procedures and collaborative processes to:

- provide an environment that allows students flexibility in accessing data, applications and computing resources;
- facilitate the integration of applications to eliminate duplication of effort; and
- adhere to all copyright laws and vendor licensing agreements for products used.

Acceptable Use

This Acceptable Use Policy (AUP) complies with federal telecommunication codes, laws, and regulations, as well as the telecommunication codes, laws, and regulations of the Commonwealth of Virginia. APS' AUP applies to any technology-based devices in one of its schools, even those personal devices brought into the schools.

Use of APS devices and network is a privilege, not a right. Use of the APS digital devices and network must not violate other Arlington School Board policies and policy implementation procedures (PIP). Students must comply with instructions from school staff related to use of digital devices and use of the network. Students who gain access to inappropriate content or become aware of a security or hardware problem shall immediately notify an administrator.

Each student and parent/guardian of each student shall sign the Electronic Technologies Acceptable Use Agreement before using the APS digital devices and network.

The primary use of devices and network services is for educational and instructional purposes. Use therefore must:

- comply with APS policy;
- comply with fair-use laws and other copyright regulations while accessing and utilizing the Internet and other network materials and resources; and
- not interfere with the educational purpose of these resources.

Discipline

All APS discipline policies and policy implementation procedures, including those actions outlined in *School Board Policy 25-1.3 Discipline* and the corresponding PIP, apply to technology use. Any violation of this or related School Board policies shall result in disciplinary or legal action as determined by School Board policy and the Code of Virginia.

Anyone found to have engaged in illegal, unauthorized or unethical practices related to this Policy will be subject to disciplinary action that could result in termination of system access and/or criminal prosecution.

Privacy

APS takes its responsibility to safeguard students' personal information very seriously. Therefore, APS only collects, stores, shares, and uses data that will support student learning and APS operations, and as required by law. APS shall not collect unnecessary personal information by means of its website, and shall collect appropriate personal information only to the extent necessary to serve its constituents and the community.

Students shall not audio-record, photograph, or video-record other students or school employees on school property, on a school bus or at school-sponsored activities without their knowledge and consent, except for participation in activities considered to be in the public arena (e.g. sporting events, public meetings, academic competitions, or public performances). School social events, activities sponsored by student clubs, and activities that take place during the school day are not considered to be in the public domain. Audio-recording, photographing, or video-recording of others is strictly prohibited in locker rooms, dressing rooms, health offices and restrooms.

All users shall keep their passwords confidential. Students may not use another person's passwords or use other users' accounts.

Any communication or materials generated using APS digital devices or the APS network, including e-mail, instant or text messages, tweets, or other files deleted from a user's account, may be monitored, read, and/or archived by school officials.

Personal Safety

The digital citizenship curriculum will include educating students about appropriate online behavior, including interacting with students and other individuals on social network sites, public websites, blogs, and other electronic communication tools.

Care of Device

Devices provided to students remain the property of APS. APS is responsible for the routine maintenance or standard repairs to school-issued devices. Users are responsible for any loss or damage not covered by APS-provided insurance, or caused by intentional or negligent acts. Students who are issued APS owned and maintained devices are provided specific examples of guidelines to assist them with meeting the expectations for use and care of APS equipment in the accompanying PIP.

Both the student and the student's parent or guardian must follow expectations for home use as outlined in the PIP.

Shared Responsibility

APS provides students with a wide range of resources. The resources allow students opportunities to utilize technology to enhance their learning and explore areas of interest. To allow students this opportunity, the devices should be used only by the student to whom they were issued.

When devices are taken home, parents are responsible for monitoring their student's use of APS' educational technologies as is done with other information sources, whether utilizing the home network or other remote locations. APS will provide resources to assist families with guiding use outside of school to include digital citizenship, screen time guidelines, family media plans, and online safety.

APS recognizes that families assume primary responsibility for communicating their family values to their children. Therefore, APS encourages families to specify to their child(ren) what material is and is not acceptable for access by the student on APS issued devices, including those prohibited by APS policies.

Liability

The School Board makes no warranties of any kind, either express or implied, that the functions of the services provided by or through the digital devices or network will be error-free or without defect. The School Board is not responsible for any information that may be lost, damaged, or unavailable when using the digital devices or for any information retrieved via the Internet. Furthermore, the School Board will not be responsible for any unauthorized charges or fees resulting from access to the devices or network.

Evaluation

Every two years, APS shall review, amend (if necessary), and approve this AUP. APS will incorporate any revisions promulgated by the Virginia code, guidance from the Virginia Department of Education, and any additional terms it sees fit to address its students' needs and well-being.

References:

§ 22.1-70.2. Acceptable Internet use policies for public and private schools
Virginia School Board Association, Acceptable Computer System Use Policy IIBEA/GAB

Policy Adoption and Revision History:

Adopted November 2007, Effective November 2007
Revised April 2018