Lone Jack C6 School District

Student Technology AUP

Parent and Student Version

Purpose and Scope

The Lone Jack C6 School District (“the District”) provides students with access to Chromebooks, digital services, and internet resources for educational purposes. All users are required to comply with the District’s Acceptable Use Policy (AUP), applicable board policies, and all local, state, and federal laws governing technology use. The District charges a $10 premium annually for district insurance.

Authorized Use of Technology

District-provided technology must be used solely for purposes that align with the instructional goals of the school. Students are permitted to use devices under staff supervision to access schoolwork, digital curriculum, and teacher-approved learning resources.

Technology Usage Expectations

All student users are required to adhere to the following expectations:

- **Account Responsibility:** Students must not share login credentials. Users are responsible for all actions associated with their credentials.
- **Supervised Use:** Students shall not use District devices without staff supervision.
- **Respect for Others’ Data:** Accessing, altering, or deleting another user’s files, accounts, or data without permission is strictly prohibited.
- **Prohibited Activities:** Use of District technology for personal gain, gaming, unauthorized social media access, or viewing, transmitting, or possessing non-educational, obscene, harmful, or inappropriate content is prohibited unless specifically approved for educational purposes.
- **Compliance with Laws:** Students must comply with all applicable copyright, privacy, intellectual property, and electronic communications laws and regulations.
- **Harassment and Discrimination:** Any form of cyberbullying, harassment, intimidation, threats, or discriminatory conduct through District technology resources is strictly prohibited.

- **Unauthorized Software and Security Bypass Attempts:** The installation, use, or attempted use of unauthorized applications, VPNs, proxies, emulators, scripts, extensions, or tools designed to bypass, disable, probe, test, or circumvent District security measures, content filtering, monitoring systems, or network protections is prohibited.
- Any student found searching for, attempting, or participating in methods to bypass District security systems or network protections will have their account suspended for a minimum of twenty-four (24) hours pending investigation by the Technology Department and Administration. Additional disciplinary, financial, or legal consequences may apply depending on the severity of the violation.
- **Network Disruption:** Intentional actions to disrupt, damage, overload, exploit, or compromise District systems, services, devices, or networks, including hacking attempts, malware distribution, denial-of-service activities, or unauthorized access attempts, are strictly prohibited. Will have their account suspended for a minimum of twenty-four (24) hours pending investigation by the Technology Department and Administration. Additional disciplinary, financial, or legal consequences may apply depending on the severity of the violation.
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Online Safety and Digital Communication

- Students must not share personal identifying information (e.g., name, address, phone number) without parent and school authorization.

- Inappropriate or uncomfortable digital communications must be reported to a staff member immediately.

- Email, messaging, and videoconferencing must occur only through District-managed platforms.

Chromebook Program

Issuance and Ownership

Chromebooks are District-owned assets loaned to students for educational use. The District retains ownership and the right to monitor device usage at all times. Students and parents/guardians must annually sign the Acceptable Use Agreement prior to receiving a device.

Returns and Transfers

Students must return devices and chargers:

- At the end of each school year, unless otherwise authorized.

- Immediately upon withdrawal from the District. Failure to return the device will result in charges for the full replacement cost and may include legal action.

Damage, Loss, and Theft

Chromebooks issued with a case must have the case on at all times. Any damage occurring without the case, the user will be charged the full cost of the repair.

• Students are financially responsible for damages beyond normal wear and tear. The first occurrence will result in a $10 fee. Additional occurrences may result in charges of 50% or more of the repair cost.
• Lost, stolen due to negligence, or intentionally damaged devices and chargers will be charged at the full replacement cost.
• Stolen devices must be reported to law enforcement within twenty-four (24) hours. A copy of the police report must be submitted to the school. A $100 Stolen Device fee will be collected.
• Multiple damage incidents, excessive negligence, or failure to pay assessed fees may result in restricted take-home privileges, loss of device privileges, or additional disciplinary action.
• For damaged Chromebooks, replacement costs will reflect the current price of a new device of the same or comparable model, as determined by the District's authorized vendor.
• Replacement part costs or full replacement will reflect the current approved vendor pricing at the time parts are ordered.

Items Not Covered as Accidental Damage

The following are considered negligence, misuse, intentional damage, or non-accidental damage and are not covered under accidental damage protection:

• Any liquid damage, including spills from water, soda, coffee, sports drinks, or other liquids
• Vandalism, intentional misuse, or willful destruction of any part of the Chromebook
• Damage caused by throwing, intentionally dropping, slamming, kicking, or striking the device
• Damage caused by placing excessive pressure on the Chromebook, including stepping, sitting, leaning, or stacking heavy items on the device
• Damage caused by carrying the Chromebook improperly, including carrying by the screen
• Damage resulting from leaving the Chromebook unattended in unsecured locations
• Damage caused by pets, insects, or other animals
• Damage caused by food, debris, sand, dirt, or foreign objects inserted into ports or keyboards
• Removal, defacement, or tampering with district asset tags, serial number labels, or protective cases

• Attempted self-repair, unauthorized repair, or disassembly of the Chromebook
• Damage caused by use of unauthorized chargers, accessories, or peripherals
• Cosmetic damage that does not affect device functionality, including stickers, scratches, dents, markings, or discoloration
• Damage resulting from failure to follow district handling and storage procedures
• Theft or loss resulting from negligence or failure to secure the Chromebook
• Damage occurring while the device is being used by an unauthorized individual
• Damage caused during transportation without a district-approved protective case
• Any damage determined by the District to be intentional, reckless, repetitive, or preventable
• Lost or missing keys

Chromebook Cases

District-issued Chromebook cases must remain attached to the Chromebook at all times and may not be removed, altered, or replaced without authorization from the Technology Department.

Stickers, decals, markings, or adhesive materials may not be placed on the Chromebook or protective case. If stickers or adhesive materials are applied to the Chromebook or case, a $25 replacement fee may be assessed for the replacement of the case and/or cleaning of the device.

Any damage occurring while the protective case has been removed, improperly installed, modified, or missing will be considered negligence and the student/user may be charged the full cost of repair or replacement.

Damage caused while attempting to remove the case, tampering with the case, or operating the Chromebook without the District-issued protective case attached will not be considered accidental damage.

Authorized Repairs
All repairs to District-issued Chromebooks must be performed by the Lone Jack C6 School District or an authorized repair facility designated by the District. Replacement devices and parts must also be purchased through the School District's authorized vendors.

Use of unauthorized repair services is strictly prohibited and may result in one or more of the following consequences:

- Voiding of any existing warranty or repair coverage
- Full financial responsibility for the cost of a replacement device

- Loss of Chromebook privileges

- Students and parents/guardians must report any issues or damages to District staff promptly to ensure proper and timely service.

Loaner Devices

Students are expected to bring their fully charged, District-issued device to school each day. Loaner devices may be issued on a temporary basis for approved educational use when a student's assigned device is unavailable due to malfunction, repair, or being forgotten.

Repeated requests for loaner devices may result in administrative review. Any student who borrows a device more than four (4) times during a semester may have a notification sent to the student's building principal for review and possible follow-up regarding device responsibility and usage expectations.

Loaner Chromebooks may be issued when:

- A student's assigned device is under repair.

- A device is forgotten at home (subject to availability and daily return).

- Loaner devices are not covered by insurance. Any damage or loss will result in financial liability.

Student Responsibilities

Students are expected to:

- Bring a fully charged Chromebook daily.

- Avoid physical damage and maintain all identification labels.

- Refrain from customizing or altering the device's configuration.

- Store devices securely and prevent exposure to liquids, heat, and external impact.

Use of Personal Electronic Devices

- Use of personal devices is governed by the school policy.

Google Workspace for Education

The District provides access to Google Workspace for Education for learning purposes only. All data is subject to District monitoring. Student accounts are governed by CIPA, COPPA, and FERPA. Annual parental consent is required for users under age 18.

Content Filtering and Monitoring

District technology is subject to internet content filtering in accordance with federal law. Content filters apply on and off campus. Attempting to bypass filters using proxies, VPNs, browser extensions, or similar methods is a violation of policy and may result in account suspension or disciplinary action.

Digital Citizenship and Conduct

- Students are expected to act responsibly and respectfully online.

- Academic honesty is mandatory; plagiarism or unauthorized sharing of content is prohibited.

- Students should not create or distribute inappropriate, threatening, or harmful digital content.

- All digital behavior reflects on the student and the school community.

Printing and Technical Support

Students may print through the District's secure FollowMe printing system using their assigned school credentials. Printing privileges are provided solely for approved educational, instructional, and District operational purposes. All printing must be school-related and aligned with classroom instruction or authorized staff direction.

Student printing for personal use, non-school activities, excessive printing, or unauthorized materials is prohibited. Color printing or large-volume printing may require prior staff approval and must demonstrate a clear educational purpose. The District reserves the right to monitor, restrict, or revoke printing access for misuse or abuse of printing resources.

Special Access Accommodations

- Parents/guardians may request restricted device access in writing. Approval is subject to administrative discretion.

- Students with disabilities will receive appropriate assistive technology as outlined in their IEP or Section 504 plan.

Violations and Consequences

Violations of this policy may result in:

- Suspension of technology privileges
- Detentions or suspensions
- Financial liability for damage or loss
- Referral to law enforcement in cases of theft or criminal activity

Student Acknowledgment

I have read and agree to follow the Lone Jack C6 School District K–5 Student Technology Policy and Acceptable Use Policy (AUP). I understand the rules and responsibilities that come with the use of District technology.

Student Name (Print): _____
Student Signature: _____

Date: _____

Parent/Guardian Acknowledgment

I have reviewed the Lone Jack C6 School District K–5 Student Technology Policy and Acceptable Use Policy (AUP) with my child. I understand and agree to the terms, including my child's responsibilities, potential financial liability for damage, and monitoring of District devices and accounts.

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

Parent/Guardian Email (for contact): _____

$10 Collected_____