

NORWOOD CITY SCHOOLS  
TECHNOLOGY USE

Dear Parents,

The purpose of this letter is to explain how your child will use email, the school's network, and the World Wide Web.

Please review this material with your child and sign the attached Student Application for Technology Services form. Your child will not be able to access our network, email, or the World Wide Web without your signature permitting him/her to have a network account. Once a student has returned the Student Application for Technology Services form, his/her email and network account can be established.

**Email:** Students will communicate with students in another country, in a local school district, and their own teacher or administrators. Each student grades 2-12 is allowed to have his/her own personal email account. Student email accounts are valid for the academic year and can be accessed using any web browser.

**Network:** Each computer is connected to our school network. All computers in the Norwood City School district require a student to log on using a username and a password. This allows the students access to school servers to store documents or retrieve class-work. This account is referred to in the attached documents as a network account.

**World Wide Web:** The District has various resources for research available only through web access. All students will be using the Internet in their classrooms and the library. Our Internet provider has a firewall to block most inappropriate sites. Our training instructs students to notify staff members if a site contains inappropriate material. If a student reports finding an inappropriate site, our Internet provider will block it.

Student Application for Technology Services

Dear Parent or Guardian:

I have read the Acceptable Use and Internet Safety Regulations of the Norwood City School District. I have also read the Technology Services Policy. I understand that reasonable precautions are in place to ensure that controversial material is blocked from student Internet access. I have read, understand and agree that my child shall comply with terms with terms of the Network and Email Policies. I understand that my child's failure to comply with the terms of this agreement may result in denial of access privilege and that school disciplinary action under the student code of conduct may be taken. I understand that this access is being provided to the students for educational purposes only. I agree that this policy will hold harmless and indemnify the school district for any fees, expenses, or damages incurred as a result of my child's use or misuse of the network, access to the Internet or computer equipment.

Network, email and Internet access are provided as tools for educational purposes. The district reserves the right to monitor, inspect, copy, review, and store at any time without prior notice any and all usage of the network account, the email account and internet access and any and all information transmitted or received in connection with such usage. All information files shall be and remain the property of the District and no user shall have any expectation of privacy regarding such materials.

The District makes no warranties of any kind, either expressed or implied, in connection with this provision of access to and use of its network/internet and email under this policy. The District shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of district's network/internet or email under this policy. Users and/or their parent(s) or guardian(s) are taking full responsibility for usage and are agreeing to indemnify and hold the district and all administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the user's access to the network/internet and/or email, including, but not limited to, any fees or charges incurred through the purchase of goods or services by the user. The user or if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the District in the event the District initiates an investigation of a user's parent(s) or guardian(s), agree to cooperate with the District in the event the District initiates an investigation of a user's use of his or her access to the network and/or email account or the internet, or a computer outside the district network.

I hereby give my permission to issue an email and network account for my child and certify that the information contained on this form is correct. I understand the email account is accessible from any web browser.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

Home Address (street, city, zip) \_\_\_\_\_  
\_\_\_\_\_

Application for Student Account for Network Use and Email

I have read the Acceptable Use Network and Email Policies and agree to abide by their provisions. I understand that violation of the use provisions stated in the policy may constitute suspension or revocation of network privileges as well as discipline according to the student code of conduct.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Name (Print) \_\_\_\_\_

School \_\_\_\_\_ Grade/Homeroom \_\_\_\_\_

Student ID#: \_\_\_\_\_ Grade: \_\_\_\_\_