STUDENT REGISTRATION CHECKLIST

Welcome to Wattsburg Area School District!

All documents under the Registration Requirements below must be submitted together. Registration cannot be completed unless all requirements are provided. All applicable forms in the Registration Packet must be physically signed.

We are here to make this process as easy as possible for you! Please contact the Wattsburg Area School District Registrar with any questions.

Jessica Mathis 10782 Wattsburg Road Jessica.Mathis@Wattsburg.org

Phone: 814-824-4142 Fax: 814-824-5200

Registration Requirements:

Proof of Age: Acceptable documentation includes: original bir certificate; copy of the record of baptism – notarized or duly certificate parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; a valid parents or another relative indicating the date of birth; and the date of birth; a valid parents or another relative indicating the date of birth; and the date of birth; and the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative indicating the date of birth parents or another relative in	ed and showing the date of birth; notarized statement from
Parent/Guardian ID: Acceptable documentation includes: Vacurrent address	llid PA Driver's License or PA State Identification Card with
Proof of Residency (two forms required): Acceptable docume agreement, utility bill, credit card bill, property tax bill, vehicle regis	
Immunization Record	
Custody Order / Court Placement Order (If applicable)	
Student Registration Packet	
Student Registration Form	New Student Transportation Request
Home Language Survey	Media & Directory Opt Out (If applicable)
Parental Registration Statement	Network/Internet Acceptable Use Policy Signoff
Student Health History	One to One Computer Signoff (Grades 5 – 12)
Request for Student Records	Technology Insurance Agreement <mark>(Grades 5 – 12)</mark>
Other Forms: If applicable, these will be due to the school office p	prior to or on first day of school.
Physical Examination: Private Physician Form unless designat at no charge for students entering grades K, $6^{\rm th}$ or $11^{\rm th}$.	ed on Student Health History to be done by school physician
Dental Examination: Private Dentist Form unless designated charge for students entering grades K, $3^{\rm rd}$ or $7^{\rm th}$.	on Student Health History to be done by school dentist at no



STUDENT REGISTRATION FORM

To be completed by Parent or Guardian

STUDENT INFORMATION			
Student's Legal Name: Last First Middle Suffix			
Preferred Name (if applicable): Gender: Gender: Male Female			
Date of Birth: Place of Birth (City/State):			
Date Entered PA School: If Non-Resident, Home School District:			
Has the student previously attended Wattsburg Area School District? ☐ Yes ☐ No			
Last School Attended (Includes Preschool): Date of Last Attendance:			
School Address: Grade at Last School:			
Does the student have a parent/guardian ACTIVE in the military? Yes No			
STUDENT ETHNICITY & RACE			
Student Ethnicity: (Choose only one) No, Not Hispanic/Latino			
Yes, Hispanic, Latino (A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin, regardless of race.)			
Student Race: (Choose one or more) American Indian or Alaska Native (A person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment.)			
Asian (A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.)			
☐ Black or African American (A person having origins in any of the black racial groups of Africa.)			
□ Native Hawaiian or Other Pacific Islander (A person having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.)			
☐ White (A person having origins in any of the original peoples of Europe, the Middle East or North Africa.)			
STUDENT ACADEMIC INFORMATION			
Has student been Retained? No Yes If Yes, Grade:			
Did the student receive Title I/remedial service? □ No □ Yes If Yes, □ Reading □ Math □ Both			
Is the student currently receiving any special services listed below? No Yes			
If Yes, and the student has a current Individualized Education Plan (IEP), Please select programs the IEP covers:			
☐ Autistic Support ☐ Emotional Support ☐ Life Skills Support ☐ Learning Support			
☐ Speech Support ☐ Hearing Impaired ☐ Vision Impaired Is the student on a 504 Plan? ☐ No ☐ Yes Is the student enrolled in a gifted program? ☐ No ☐ Yes			



Student Registration Form Continued

	STUDENT RESIDENCY INFO	RMATION	1			
Student Resides With (Check all that apply):] Both Parents □ Mother □] Father	□с	ourt Appointed Legal Guardian 🛛 Alone		
Ε	☐ Other (include relationship to stude	ıt):				
If student does NOT reside with BOTH natura	al parents:					
☐ No Custody Order in place						
		sharing of	educati	onal information with non-custodial parent)		
☐ Legal Guardianship (Documentation I	Required)					
☐ Foster Care Placement (Documentat	tion Required)					
Diagon change the time of setting the student	aumanth maidea in					
Please choose the type of setting the student of						
☐ House or apartment with par			l: \			
	ers (other than or in addition to pare		lian)			
	ousing, including emergency or trans	tionai				
☐ Motel, hotel, car or campsite	. //					
☐ You are a student separated fr	rom your parent/legal guardian					
If you are living in shared/emergency/transition	onal housing please check if any of th	e followi	ng rescr	ons apply:		
Loss of housing	onal floading, picade check it arry of th	C 10110 W	₆ , cast	one apply.		
☐ Economic situation						
☐ Temporarily waiting for house	e or anartment					
☐ Loss of employment	e or apartificit					
• •						
Other, please explain.						
Address where student resides, Parent/Guard	lian: □ Owns Home □ Rents/L	eases	□ Live	s with Wattsburg Resident		
, , , , , , , , , , , , , , , , , , , ,		34300		5 With Watto 2 at 6 West about		
Street Address:		PO E	Box/Apt.	. #:		
City: State:	Zip Code:	T	ownshi	p:		
		10 1				
Residence Landline Phone Number:	Check if u	ilistea				
Primary Contact 1 (same address as student): *Y	/ou will automatically be placed in the M	ACD Notifi	ication C	austom for amorgansy and other district/school		
notifications by phone and email.	rou will automatically be placed in the w	ASD NOUI	ication 3	ystem for emergency and other district/school		
notifications by prioric and circuit.						
Parent/Guardian Name:		Relations	hip:			
Cell Phone:	Email Address:					
Work Phone:	Employer:					
Dulan and Country to 2.1	1.1					
Primary Contact 2 (same address as student): Re	eceive emergency and other school/distr	ct notifica	itions (pl	hone and email): 📙 Yes 🔲 No		
Parent/Guardian Name:		Relations	hin:			
rarcing Guardian Name.		(CIGUIOIIS	p			
Cell Phone:	Email Address:					
Work Phone:	Employer:					
Other Persons Living in Primary Residence:						
Name: Last, First	Relationship to Student	Age	M/F	School or Place of Employment		
The design of th						



Student Registration Form Continued

SECONDARY RESIDENCE/CONTACT INFORMATION					
*Only complete this section for Parent/Guardian the st	*Only complete this section for Parent/Guardian the student does NOT primarily reside with.				
Parent/Guardian Name:	_ Relation	nship: _			
Street Address:		PO Box,	/Apt. #:		
City: State:	Zip Code:				
Cell Phone: Email Add	lress:				
Work Phone: Employer	;				
Receive school/district notifications (phone and email)	: Yes No Re	eceive s	chool/di	istrict mailings: Yes No	
Other Persons Living in Secondary Residence:					
Name: Last, First	Relationship to Student	Age	M/F	School or Place of Employment	
			<u>I</u>		
	EMERGENCY CONTAC	тс			
*Please list two contacts (other than those already liste			ice or di	rection in caring for the student in case of serious	
accident, illness or disaster warning. These persons wi					
1st Contact Name:	Relati	onship:			
Cell Phone: Home Ph	one:	_ Wor	k Phone	e:	
2 nd Contact Name:	Relati	ionship	:		
Cell Phone: Home Ph	one:	_ Wor	k Phone	e:	
	PARENT ACKOWLEDGEN	/ENT			
I acknowledge that the information noted above is tru			nt being	g registered is a resident of the Wattsburg Area	
School District and, as such, spends at least half of each school week residing with a parent or legal guardian within the boundaries of the Wattsburg Area School District. In addition, I acknowledge that I am responsible for the payment of nonresident tuition, from the registration date, if it is determined that the student being registered is not a resident of the Wattsburg Area School District or does not spend at least half					
of each school week residing with a parent or legal gu false statements made herein are made subject to th					
Parent/Guardian Signature:		Da	ate:		



HOME LANGUAGE SURVEY

ALL newly registering students regardless of race, nationality, or language origin MUST complete this form. Federal law requires that all Local Education Agencies (LEAs) utilize a non-biased procedure for identifying which students are potential English Learners (ELs) in order to provide appropriate language instruction educational programs and services. Given this responsibility, LEAs have the right to ask for the information contained on this and other forms associated with the identification process.

Student Information (Parents/Guardians should complete this section):	
Child's first name:	
Child's family name:	
Child's Date of Birth:(Month/Day/Year)	
Questions for Parents or Guardians	
1. Is a language other than English spoken in the child's home?	
2. Does your child communicate in a language other than English? No Yes (language)—	
3. What is the language that your child first learned to speak?	
Parent/Guardian Signature: Date:	
Interpreter Provided No Yes	



PARENTAL REGISTRATION STATEMENT

To be completed by Parent or Guardian

Student Name	
Date of Birth	Grade
Parent or Guardian Name	
Address	
Telephone Number	
Pennsylvania School Code §13-1304-A states in part "Prior to a the parent, guardian or other person having control or charge of registration provide a sworn statement or affirmation stating wh or is presently suspended or expelled from any public or private or any other state for an action of offense involving a weapon, a willful infliction of injury to another person or for any act of vice property."	a student shall, upon sether the pupil was previously school of this Commonwealth slcohol or drugs, or for the
Please complete the following:	
I hereby swear or affirm that my child was \Box / was not \Box previously	y suspended or expelled,
or is $\ \square$ / is not $\ \square$ presently suspended or expelled from any public of	or private school of this
Commonwealth or any other state for an act or offense involving weap	ons, alcohol or drugs, or for
the willful infliction of injury to another person or for any act of violer	nce committed on school
property. I make this statement subject to the penalties of 24 P.S. §13-1	1304-A(b) and 18 Pa. C.S.A.
§4904, relating to unsworn falsification to authorities, and the facts cor	ntained herein are true and
correct to the best of my knowledge, information and belief.	
If this student has been or is presently suspended or expelled from anot	her school, please complete:
Name of the school from which student was suspended or expelled:	
Dates of suspension or expulsion:	
(Please provide additional schools and dates of expulsion or suspension	n on back of this sheet.)
Reason for suspension/expulsion (optional)	
	(Signature of Parent or Guardian)
	(Date)

Any willful false statement made above shall be a misdemeanor of the third degree. This form shall be maintained as part of the student's disciplinary record.



REQUEST FOR STUDENT RECORDS

To be completed by Parent or Guardian

Student Name:		Birth Date:
Previous School:		Grade at Previous School:
Address:		
Phone Number:	Fax Numbe	er:
-	n regarding school, discipline, health, student be sent to the Wattsburg Ar	•
Parent/Guardian Signature:		Date:
PA Secure ID: Please forward the following inform	mation requested to the school belov	v:
339 Evidence/Career Plan/Career S	Discipline Records Withdraw Grades Standardized Test Scores P/ER/RR/NOREP/504/Speech/Psychological Evtandards Benchmark Artifacts Date 339 info	requested
Seneca High School Grades 9-12 10770 Wattsburg Road	Wattsburg Area Middle School Grades 5-8 10774 Wattsburg Road	Wattsburg Area Elementary Ci Grades K-4 10780 Wattsburg Road
Erie, PA 16509 Fax: 814-825-2262	Erie, PA 16509 Fax: 814-825-8180	Erie, PA 16509 Fax: 814-825-0302

Special Education records can be sent directly to Amanda Stalford at: Email: amanda.stalford@wattsburg.org / Fax: 814-825-2262 / Mail: 10770 Wattsburg Road, Erie, PA 16509



NEW STUDENT TRANSPORTATION REQUEST

To be completed by Parent or Guardian

- > Only one form per household needs to be completed at time of registration.
- If you are a working parent/guardian during school hours and need bus transportation to or from an alternate stop before or after school, please also complete an <u>Alternate Transportation Request</u>.

Location of Residence:				
Street Address:	City	<u>:</u>	ST: Zip C	Code:
Between what two roads:				
Color of house:				
Student Information:				
Date of Enrollment:				
Please list all students that will need WASD	transportation at this location:			
Student Last Name	Student First Name	Grade	School Attending	Student ID
			☐ Elementary Center ☐ Middle School ☐ High School	
			☐ Elementary Center ☐ Middle School ☐ High School	
			☐ Elementary Center ☐ Middle School ☐ High School	
			☐ Elementary Center ☐ Middle School ☐ High School	
			☐ Elementary Center ☐ Middle School ☐ High School	
			E riight sensor	
Transportation Office Use:				
AM Pick-up Time:	High School/Middle Scho	ol Students		
PM Drop-off Time:	High School/Middle School	ol Students		
AM Pick-up Time:PM Drop-off Time:	Elementary School Studer Elementary School Studer			
AM Pick-up Time:PM Drop-off Time:				



10782 Wattsburg Road Erie, PA 16509 P (814) 824-3400 F (814) 824-5200 www.wattsburg.org

STUDENT HEALTH HISTORY

To be completed by Parent or Guardian

STUDENT INFORMATION				
Student's Name: Date of Birth:				
Gender: ☐ Male ☐ Female School student will be attending: ☐ SENECA ☐ WAMS ☐ WAEC Grade:				
DOCTOR INFORMATION				
What type of medical insurance does the student have? ☐ Private ☐ Medical Assistance ☐ CHIP ☐ None				
Family Physician: Phone:				
Preferred Hospital (for emergency treatment):				
Physical Exam: In accordance with PA School Code 1402, a physical examination must be completed upon entry into school, and in grades 6 and 11.				
Will the student need this examination to be completed by the school physician (no cost to parent/guardian)? \Box Yes \Box No				
Family Dentist: Phone:				
<u>Dental Examination</u> : In accordance with PA School Code 1403, a dental examination must be completed upon entry into school, and in grades 3 and 7.				
Will the student need this examination to be completed by the school dentist (no cost to parent/guardian)? \Box Yes \Box No				
HEALTH HISTORY				
TILALITINION .				
Is your child up to date with immunizations? Yes No A copy of the immunization record is required for enrollment.				
Middle and High School students only: Is the student permitted to be given, at the nurse's discretion, non-aspirin pain medication during the school day? Yes No				
Is your child currently taking prescribed medication? ☐ Yes ☐ No Inhaler? ☐ Yes ☐ No				
List all medications taken, dosage and doctor prescribing:				
Will medication need administered during school hours? ☐ Yes ☐ No *Any medication to be taken at school must have a Medication Release Form complete and on file in the nurse's office.				
Is your child under medical treatment at the present time? Yes No Name of Physician: Reason:				
Are there components of this care that would restrict your child's participation in any physical activity at school?				
If yes, explain:				



Student Health History Continued

Does your child have any allergies? ☐ Yes ☐ No EpiPen? ☐ Yes ☐ No			
☐ Bee Sting ☐ Foods ☐ Animals ☐ Plants ☐ Drugs ☐ Other:			
If yes, explain:			
Does your child have diabetes? ☐ Yes ☐ No			
Has your child ever had convulsions or seizures? □ Yes □ No			
If yes, when was last episode? Currently taking seizure medication? Yes No			
Has your child ever had any of the following diseases? □ No to all If Yes, Please check and give month/year.			
□ Asthma □ Heart Condition □ Tuberculosis □ Chicken Pox □ Mononucleosis □ Scoliosis			
Is your child frequently troubled by the following? □ No to all □ Bladder/Bowell Problems □ Emotional Problems □ Earaches □ Headaches			
☐ Over Four Colds per Year ☐ Painful Joints ☐ Nosebleeds ☐ Eczema			
□ Other – Please Explain:			
Does your child experience any difficulty with any of the following? □ No to all □ Vision − Please Explain: □ Does your child wear glasses? □ Yes □ No □ Hearing − Please Explain: □ Speech − Please Explain: □			
Does your child require a special diet? ☐ Yes ☐ No If Yes, note restrictions:			
Has your child had any serious injuries, accidents or operations? ☐ Yes ☐ No			
If yes, explain and give dates:			
Does your child have any physical illness or impairment that could affect their ability to succeed in school?			
If yes, please describe:			
Information obtained on the Health History is solely used by the school nurse to ensure that sound decisions are made to meet the health needs of your student. Health information will only be shared with school staff in a confidential manner on a "need to know basis". Health information will not be shared with any other outside health providers without the expressed written permission of the parent/guardian. If you have any questions or concerns please contact your student's school nurse.			
Parent/Guardian Signature: Date:			



MEDIA & DIRECTORY OPT OUT

To be completed by Parent/Guardian

You can exercise your rights outlined below by submitting this form within the first two weeks of enrollment. This form must be submitted at the beginning of each school year.
Your child may be interviewed, photographed, or audio/video recorded for print, radio, television, internet, or any other medium, unless you direct otherwise by checking the box below: \[\begin{align*} I understand that district staff may interview, photograph, audio or video record my child for district use during normal operations of school and activities. However, I do NOT want such interviews, photographs, audio or video recordings released in the media or online. I understand that this means that my child will sometimes be unable to participate in certain school/classroom apps and events.
As per the Family Educational Rights and Privacy Act (FERPA), directory information may be shared without prior written consent by parents. In addition, FERPA required the District to share student information under certain conditions, regardless of parent consent. • As per policy 216, the District has designated the following information as directory information: student's name, address, telephone listing, electronic mail address, photograph, date/place of birth, major field of study, dates of attendance, grade level, participation in officially recognized activities and sports, weight/height of members of athletic teams, degrees/honors/awards received, most recent educational agency/institution attended, student ID (number, user ID or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc.). If you do not want the District, unless required to do so by FERPA, to disclose directory information from
your child's education records without your prior written consent, you must notify the District in writing by using this form and checking the box below: \[\subseteq I do not want the District to disclose my child's directory information unless required to do so by law. I understand that this means that my child's photograph will not appear in the annual school yearbook. It
may also preclude my child from participation in certain sports/activities when outside authorities (i.e. PIAA) require directory information.

> This form does not need to be submitted unless you wish to opt out of the items covered below.

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Parent Signature: _____ Date: ____

Student Name: _____ Grade: _____

Parent Name (Printed):

Wattsburg Area School District

Acceptable Use of Network/Internet Policy Student Agreement Form – Grades K-12

	Student Last Name:	
	Student First Name:	
	Student ID Number:	
	Homeroom Number:	
	Homeroom Teacher:	
	Grade:	
I have read and under	Independent Use: Student section is waived for students in grades K-4. stand the Network/ Internet Acceptable Use Policy (AUP) and guidelines fattsburg Area School District.	or independent use
Student Signature:	Date:	
As parent or guardian Policy (AUP) and guardian permission for my so. Wattsburg Area Schouse, or inability to account to the property of the p	Consent for Independent Use: I of the student named above, I have read and understand the Network/ Interest idelines for independent use established by the Wattsburg Area School Dism/daughter to access networked computer services. I hereby release and how of District from any and all claims for damages of any nature arising from cess or use the Internet and technology resources. The provided Hermitian Control of the Network of School of the Network of School o	trict. I grant Id harmless the my child's access,
Parent or Guardian	Name (Print):	_
Parent or Guardian	Signature:	
Date:		



Book Policy Manual

Section 200 Pupils

Title Pupils Network/Internet Acceptable Use Policy

Code 252

Status Active

Adopted March 19, 2012

Last Revised August 18, 2014

<u>Purpose</u>

The Board supports use of the Internet and other computer networks in the district's instructional and operational programs in order to facilitate learning, teaching, and daily operations through interpersonal communications and access to information, research, and collaboration. Our goal in providing this service to students is to provide educational excellence in the district by facilitating resource sharing, innovation, and communication.

For instructional purposes, the use of network facilities shall be consistent with the curriculum adopted by the school district as well as the varied instructional needs, learning styles, abilities, and developmental levels of students.

<u>Authority</u>

The electronic information available to students does not imply endorsement by the district of the content, nor does the district guarantee the accuracy of information received. The district shall not be responsible for any information that may be lost, damaged, or unavailable when using the network or for any information that is retrieved via the Internet.

The district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet.

The Board establishes that computer and network use is a privilege, not a right; inappropriate, unauthorized and illegal use will result in cancellation of those privileges and appropriate disciplinary action.

The Superintendent or designee shall be responsible for determining whether the district computers are being used for purposes prohibited by law or for accessing sexually explicit materials or any other materials deemed to be inappropriate. The procedures should include but not be limited to:

- 1. Utilizing a technology protection measure that blocks or filters Internet access for minors and adults to certain visual depictions that are obscene, child pornography, harmful to minors with respect to use by minors, or determined inappropriate for use by minors by the Board.
- 2. Maintaining and securing a usage log.
- 3. Monitoring online activities of minors.

Delegation of Responsibility

The student shall make every effort to ensure that this resource is used responsibly.

Students have the responsibility to respect and protect the rights of every other user in the district and on the Internet.

District Administrators or designee shall have the authority to determine what constitutes the inappropriate use of network resources.

District Administrators or designee shall have the authority to determine what constitutes inappropriate content.

Guidelines

The Internet and the Wattsburg Area School District system are "public places." You must always remember that you are sharing this space with many other users. Because network connections are granted to you as a part of the larger scope of the curriculum, the Wattsburg Area School District reserves the right to monitor all traffic on the network. Additionally, we reserve the right to review, copy, and/or examine any information that resides on any of the school's computers or networks. Our goal is to make sure the network continues to function properly for all of its users.

No user shall expect that their network files, Internet access, or e-mail communications are private. All network transactions and communications are technologically public in nature. All sites visited on the Internet are tracked by computers in the district and the sites themselves. The time, date, site visited, and computer used for access are all logged.

Electronic communications shall not be considered private. It is very easy to accidentally send a communication to the wrong person by mistyping the wrong address. Users shall not write anything in an electronic communication that they would not want to have broadcast over the public address system. All student electronic information should be backed up on each student's private storage device periodically throughout the school year. Administrators reserve the right to purge student electronic data when necessary in accordance with document retention policies.

Unacceptable Uses

Students are expected to act in a responsible, ethical, and legal manner in accordance with district policy, accepted rules of network etiquette, and federal and state law. Specifically, the following uses are prohibited:

- 1. Illegal, inappropriate activity, including so-called "hacking" and other unauthorized uses.
- 2. Commercial or for-profit purposes.
- 3. Product advertisement or political lobbying.
- 4. Hate mail, discriminatory remarks, and offensive or inflammatory communication.
- 5. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials.
- 6. The illegal installation and/or utilization of copyrighted, unauthorized games, programs, files, or other electronic media.
- 7. Access to obscene or pornographic material or child pornography.
- 8. Access by students to material that is harmful to minors in accordance with Board policy.
- 9. Inappropriate language or profanity.

Transmission of material likely to be offensive or objectionable to recipients.

- 1. Illegal/inappropriate material.
- 2. Intentional obtaining or modifying of files, passwords, and data belonging to other users.
- 3. Impersonation of another user, anonymity, and pseudonyms.
- 4. Fraudulent copying, communications, or modification of materials in violation of copyright laws.
- 5. Disruption of the work of other users.
- 6. Destruction, modification, abuse or unauthorized access to network hardware, software and files.

Security

System security is protected through the use of passwords. Failure to adequately protect or update passwords could result in unauthorized access to student files. To protect the integrity of the system, the following guidelines shall be followed:

- 1. Students shall not reveal their passwords to another individual.
- 2. Users shall not use a device that has been logged in under another employee account.
- 3. Any user identified as a security risk or having a history of problems with other technology systems may be denied access to the network.
- 4. User credentials shall be issued by the Information Technology department.

Consequences for Inappropriate Use

The student shall be responsible for damage to the equipment, systems, and software resulting from deliberate or willful acts. Damage will be determined at the discretion of the Superintendent or designee.

Illegal use of the network; intentional deletion or damage to files of data belonging to others; copyright violations; and theft of services may be reported to the appropriate legal authorities.

General rules for behavior and communications apply when using the Internet, in addition to the stipulations of this policy. Loss of access and other disciplinary actions may be consequences for inappropriate use.

Vandalism may result in cancellation of access privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet or other networks; this includes but is not limited to uploading or creating computer viruses.

Copyright

The illegal use of copyrighted software by Students is prohibited. Any data uploaded to or downloaded from the network shall be subject to fair use guidelines.

To the greatest extent possible, users of the network will be protected from harassment and unwanted or unsolicited communication. Any network user who receives threatening or unwelcome communications shall report such immediately to a teacher or an administrator. Network users shall not reveal personal information to other users on the network, including chat rooms, e-mail, Internet, etc.

CIPA (Children's Internet Protection Act) compliant software is used for filtering in the Wattsburg Area School District.

Internet safety measures shall effectively address the following:

- 1. Control access by minors to inappropriate matter on the Internet and World Wide Web.
- 2. Safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications.
- 3. Prevention of unauthorized online access by minors, including "hacking" and other unlawful activities.
- 4. Unauthorized disclosure, use, and dissemination of personal information regarding minors.
- 5. Restriction of minors' access to materials harmful to them.
- 6. Monitoring the online activity of minors.
- 7. Educate minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, cyberbullying awareness, and response.

Policy Requirements

Students have a responsibility to promptly report any Acceptable Use Guideline violations to the appropriate teacher or building principal.

Students who encounter inappropriate materials by accident should immediately report it to their teacher or building principal.

Students

Students, grades K-4, are required to have a parent or guardian sign the Network/Internet Acceptable Use Policy (AUP) permission form upon entrance to the school building, at promotion from building to building, or after revision of this policy

Students, grades 5-12, as well as their parent or guardian are required to sign the Network/Internet Acceptable Use Policy (AUP) permission form upon entrance to a school building, at promotion from building to building, or after a revision of this policy.

252 - Pupils - Network-Student Internet Acceptable Use Attachment.docx (16 KB)