

JERSEY COMMUNITY UNIT SCHOOL DISTRICT NO. 100

JERSEY & GREENE COUNTIES, ILLINOIS

Phone Number 618-498-5561

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STUDENT LAPTOP EXPECTATIONS

Jersey CUSD No. 100 is implementing a 1:1 laptop project with students in the 5th – 12th grades. It is a great privilege to be part of this project and it comes with understanding that students will assume responsibility in the use and care of the laptop that will be on loan to you for the school year.

1. Always follow the proper computer handling instructions.
 - a. Follow all care and handling instructions of the manufacturer as instructed by Jersey CUSD No. 100 staff.
 - b. Computers must be placed securely on the working service at all times.
 - c. Never touch the computer's screen.
2. Outside the classroom laptops must be carried in backpacks over both shoulders. There should be no swinging the laptop. Do not carry a laptop that does not belong to you.
3. When using the computers in a classroom, they should be carried with the lid closed using both hands.
4. Laptops and backpacks when stored in lockers must be stored so that they will not be damaged by other locker contents.
5. Laptops may not be taken to lunch or the gym during athletic or special after school events. Laptops should be stored in secure locations provided by the school. Understand that access to those sites maybe restricted until the function is over.
6. Student whose parents have signed a responsibility contract and have been given permission by Jersey CUSD 100 staff, will be allowed to take laptops home. Administration and/or parents may revoke this privilege.
7. Laptops must be returned to school each day fully charged.
8. Students may not install additional software, downloads, etc. Students must realize that laptops are school property and all contents (software, internet use, network use) will be monitored by staff of the school. Students can have no expectation of privacy and can expect teachers to conduct spot checks of Internet history, documents, email etc.
9. Jersey CUSD reserves the right to monitor the Internet usage of all students through the use of specialized reporting software as well as other means available to teachers and administration. Jersey CSUD No. 100 has a content filtering system blocking specific Internet sites and students are not allowed to access inappropriate and or obscene sites. Off campus usage will be monitored with filtering and site logging software. We encourage parents to take an active role in monitoring home usage
10. Social networking sites such as Facebook and MySpace are not allowed on district laptops. Students need to be polite while interacting with other users while using emails and other social networking sites. Abusive or threatening language will not be tolerated. Do not swear use vulgarities or inappropriate language or send offensive messages or pictures.

11. Do not reveal your password to another user. Do not use another user's password to access the network or Internet. Do not trespass into another user's files. Do not use another student's laptop.
12. Do not reveal your personal address or phone number to anyone online. Do not reveal the personal address or phone number of other students or colleagues.
13. The laptop should not be used to copy, download or shared copyrighted materials without the owner's permission. This includes the reproduction or downloading of music files and software applications.
14. Do not damage computers, computer systems, networks, or engage in other aspects of vandalism. Vandalism is defined as the intentional attempt to harm or destroy the equipment and or data of another user. This includes, but is not limited to, the uploading or creation of computer viruses. Vandalism is a major in fraction of the rules.
15. Do not deface your laptop or backpack with stickers, markers, graffiti or remove any markings or tags place there by the technology staff.