

**IJNDB**

**APP'D**

## **TECHNOLOGY AND ONLINE ACCEPTABLE USE POLICY**

Use of Newton Public Schools' (NPS) technology devices, including personal devices while using NPS online resources, Internet, learning and data systems, and social media sites shall be utilized in a manner consistent with NPS' educational mission. Thereby, demonstrating respect for the use of a shared resource, software and intellectual property rights, ownership of information and system security. Expectations for staff or student appropriate behavior and communication apply to use of NPS' technology devices, including personal devices while using NPS' online resources, Internet, learning and data systems, and social media sites. Any use of NPS' technology devices, including personal devices while using NPS online resources, Internet, learning and data systems, and social media sites that is contrary to this Policy or applicable Guidelines is unacceptable and prohibited.

### **Student Acceptable Use Policy**

Students are expected to use technology, including personal devices while using NPS online resources, Internet, learning and data systems, and social media sites, appropriately at all times. If students fail to do so, strict restrictions will result that may include direct staff supervision at all times. A staff liaison will notify a parent or guardian when necessary. Misuse of any school technology devices, including personal devices while using NPS online resources, Internet, learning and data systems, and social media sites might result in discipline, pursuant to the Student's Rights and Responsibilities Handbook. The Newton Public Schools have established Student Technology and Online Acceptable Use Guidelines ("Guidelines"), which will be found on the Newton Public Schools' website, that govern the acceptable use of NPS' technology and online resources by students.

### **Employees Acceptable Use Policy**

Employees are expected to use technology, including personal devices while using NPS online resources, Internet, learning and data systems, and social media sites, appropriately at all times. The Newton Public Schools have established Employee Technology and Online Acceptable Use Guidelines ("Guidelines"), which will be found on the Newton Public Schools' website, that govern the acceptable use of NPS' technology and online resources by employees.

Each employee authorized to access school technology devices, online resources, Internet, learning and data systems, and social media sites are expected to read, understand and comply with the Employee Technology and Online Access Policy, the Technology and Online Acceptable Use Policy and applicable Guidelines. Any employee who violates the Technology and Online Access Policy or the Technology and Online Acceptable Use Policy or the Guidelines may be subject to disciplinary action, up to and including dismissal. Illegal use of school technology devices including personal devices while using NPS online resources, Internet, learning and data systems, and social media sites will be referred to law enforcement authorities.