

School District of Clay County Responsible Use Guidelines Employee



Innovate. Engage. Empower.

Technology is an integral part of the SDCC curriculum across subjects and grades in developmentally appropriate ways and it is aligned to the competencies listed in the Florida Standards which include: seek knowledge and understanding; think critically and solve problems; listen, communicate and interact effectively; exhibit strong personal qualities; and engage and compete in a global environment.

Technology Agreement

I understand that using digital devices (whether personal or school owned) and the SDCC network is a privilege and when I use them according to the Responsible Use Guidelines I will keep that privilege.

I understand that I have no right to privacy when using the SDCC network.

All employees of the School District of Clay County agree to follow the School District of Clay County Employee Handbook and commit to the following Responsible Use Guidelines.

I will:

- use District devices, networks, email, and applications for **educational** purposes and activities in a **professional** manner.
- keep my personal information (including home/mobile phone number, mailing address, and user password) and that of others **private**.
- show **respect** for myself and others when using technology, including social media.
- give **acknowledgement** to others for their ideas and work.
- promptly **report** inappropriate use of technology.

The **Responsible Use Guidelines** will be reviewed with all employees to provide a springboard for discussion around topics such as Internet safety, digital citizenship, ethical, and appropriate use of technology.