

**MBIT** MIDDLE BUCKS  
**MBIT** INSTITUTE OF TECHNOLOGY  
*"Preparing tomorrow's workforce today"*

2740 York Road • Jamison, PA 18929  
(215) 343-2480 • Fax (215) 343-8626 • www.mbit.org

Dear Parents/Guardians:

Middle Bucks Institute of Technology believes that, in order to prepare our students to participate and compete in a global marketplace, we must provide instruction, guidance, and practice in the use of communication technology. Particularly with the Internet, teachers and students have access to worldwide electronic mail, information from research and science institutions, government agencies, public and academic library catalogs, and much more. Our students will use the technology available at MBIT to assist them in developing critical thinking skills and in achieving their educational goals.

While technology and the Internet provide access to thousands of educationally oriented resources appropriate for student use, they may also provide access to material inappropriate for school. Middle Bucks Institute of Technology recognizes this risk and will take every reasonable action to protect our students; however, we cannot guarantee that a student will never access objectionable sources. Your signature on the attached agreement grants your child permission to utilize these tools in full recognition of the school's inability to guarantee complete protection from inappropriate material.

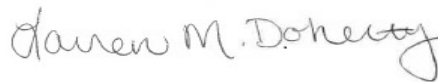
Middle Bucks Institute of Technology will provide training and access to technology and the Internet only with parental consent. Please read the attached school policy on student technology use and discuss it with your child. If you agree to comply with the terms of the policy, please sign and return the attached agreement.

We hope that you also see this as an important component of an expanded educational delivery system. If you have any questions or concerns regarding this policy, please contact me for clarification.

Sincerely,



Stacy Pakula  
Assistant Director



Lauren Doherty  
CTE Supervisor

The Middle Bucks Institute of Technology does not discriminate in its educational programs, activities, or employment practices, based on race, color, national origin, [sex] gender, sexual orientation, disability, age, religion, ancestry, union membership, gender identity or expression, AIDS or HIV status, or any other legally protected category. Announcement of this policy is in accordance with State Law including the Pennsylvania Human Relations Act and with Federal law, including Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, and the Americans with Disabilities Act of 1990. Inquiries may be directed to Middle Bucks Institute of Technology, Title IX Coordinator or Section 504 Coordinator at 2740 York Road, Jamison, PA 18929 or 215-343-2480.

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## Use of Technology Agreement

Middle Bucks Institute of Technology will provide access to technology for students who have permission from their parent/guardian to use the network and related technology and who agree to the provisions, requirements, and prohibitions outlined in our school policy. However, access to technology and the Internet through school resources is a privilege, not a right, and may be revoked from anyone who uses these resources inappropriately, as determined by school authorities.

This policy strictly prohibits the following activities and any others determined by school authorities to be unacceptable use of technology. These prohibitions are in effect anytime during school when resources are accessed in any way, whether in the school or indirectly through another Internet service provider.

- Allowing an unauthorized person to use an assigned account;
- Use of the network or school technology for non-school related purposes;
- Use of the network or school technology to access or transmit obscene or pornographic material;
- Use of the network or school technology to access or transmit material likely to be offensive or objectionable to recipients;
- Use of the network or school technology to participate in an inappropriate and/or objectionable discussions or news groups;
- Use of the network or school technology to transmit hate mail, harassment, discriminatory remarks, and other anti-social communications;
- Use of the network or school technology to order or purchase in the name of the school or any individual for merchandise or services. All costs, to the school or any individual, incurred because of this violation will be the responsibility of the user;
- Use of the network or school technology which results in any copyright violation;
- Use of the network or school technology to access any fee-based on-line/Internet service. All costs incurred to the school or any individual will be the responsibility of the user;
- The illegal installation, distribution, reproduction or use of copyrighted software in school computers or other school technology;
- Use of the network or school technology to intentionally obtain or modify files, passwords, or data belonging to other users;
- Use of the network or school technology to misrepresent other users on the network;
- Use of the network or school technology for fraudulent copying, communications or modification of materials in violation of local, state, and federal laws;
- Loading, downloading, or use of unauthorized games, programs, files or other electronic media;
- Malicious use of the network to develop programs that harass other users or infiltrate a computer system and/or damage the software components of a computer system;
- Destruction of school computer hardware or software;
- Use of the network to participate in unauthorized Internal Relay chats (on-line real-time conversation);
- Use of the network to facilitate any illegal activity; and
- Use of the network for commercial for-profit purposes.

## Appropriate Technology Use During Virtual/Remote Learning

Middle Bucks Institute of Technology is dedicated to providing engaging, robust, and rigorous virtual learning opportunities for our students, if needed. MBIT will be employing synchronous (live) and asynchronous (independent) learning modalities via a virtual platform. Prior to engaging in these virtual learning activities, MBIT seeks to clarify guidelines for appropriate technology use during virtual/remote learning activities. These are as follows:

1. MBIT strictly prohibits screenshots, pictures, audio/video recording and distribution of any virtual educational experience in order to protect student privacy and prevent cyberbullying and the distribution of copyrighted materials. Please be aware that in Pennsylvania, it is illegal to record another person through any medium without his or her consent.
2. Students, and where appropriate parents/guardians, agree to engage in virtual learning in a quiet, private area to the extent possible given the circumstances in order to minimize background noise and distractions and to protect the integrity of student engagement as well as student confidentiality.
3. Parents/guardians and other household members who are normally not privy to the day-to-day classroom and group service discussions agree to respect and keep confidential any personal or private information that may be inadvertently discovered about other students due to proximity during virtual learning.

## Student Use of Technology Agreement

As a user of Middle Bucks Institute of Technology, I have read the policy governing access to and usage of school technology resources and agree with its terms. I understand that this access is being provided for school-related purposes only. I also understand that MBIT cannot restrict access to all controversial and inappropriate materials, and I will not hold the Executive Council or its employees responsible for materials acquired from the network. Furthermore, I understand that violation of the policy is unethical and may be a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action. I hereby authorize MBIT to issue an account for me.

### Student

\_\_\_\_\_  
First Name      MI                      Last                      Program  
(please print)

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

As the parent/guardian of \_\_\_\_\_ (child's name). I have read the Student Use of Technology Agreement and the school policy governing access to and usage of school technology resources and agree with its terms. I understand that this access is being provided for educational purposes only, and that MBIT has taken reasonable precautions to educate users and eliminate materials deemed inappropriate by the general public. I understand that MBIT cannot restrict access to all controversial and inappropriate materials, and I will not hold the Executive Council or its employees responsible for materials acquired from the network. I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby authorize MBIT to issue an account for my child.

\_\_\_\_\_  
Name of Parent/Guardian (please print)                      Signature of Parent/Guardian                      Date

## Media Release

Middle Bucks Institute of Technology (MBIT) often uses student photographs and video footage in its publications, including but not limited to brochures, the website, displays, and newspaper articles. As a student of MBIT, a photo or other media of you may be taken during various school-related activities and may be selected for use in any of the publications. The media image will be used only to promote and positively recognize MBIT, its students and programs. MBIT retains all rights to all media. Therefore, we would like to obtain your consent to use any photographs or other media taken throughout your enrollment at MBIT. This release does not grant permission to use your name or other identifying information on the website. I give my permission for any photo or other media in which I am included to be used in any MBIT publications and I agree with the above terms and conditions.

\_\_\_\_\_  
Name of Student (please print)    Date

\_\_\_\_\_  
Student Signature    Signature of Parent/Guardian

Check this box if you do not wish your child's image to be used in any publications or videos.

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