



STUDENT GUIDELINES FOR ONLINE SAFETY & COMMUNICATION DURING PPS-HD

ANONYMITY & PRIVACY ONLINE

Anonymity: The internet can give the impression that we are anonymous. However, everything we do (and say) online leaves a digital footprint behind. Once we post or share, we no longer have control of where it goes or who sees it.

Privacy: Everything you do online using your PPS account and/or technology is a matter of public record. Once you post online, it is no longer private. This is true for comments, photos, videos, etc., and applies to the virtual classroom and all other aspects of your digital "life."



COMMUNICATE RESPECTFULLY



When we are communicating online we don't have the benefit of reading other people's emotions so we need to be thoughtful about what we say and how we say it to avoid any misunderstandings. You can help by using proper punctuation, grammar and spelling and avoiding the use of slang or abbreviations. No one wants to be shouted at so **AVOID ALL CAPS!** **Cyberbullying and harassment is strictly prohibited.**

BE A GOOD DIGITAL CITIZEN

- Before posting, take a breath and re-read what you plan to say... then post
- Be kind, respectful and professional just as you would be in the classroom
- Keep your comments/questions relevant and on topic
- Do not joke about sensitive topics or interrupt when someone else is talking
- **Never** share inappropriate (or explicit) images, videos or other content!



TOOLS FOR COMMUNICATION

You must use your PPS email/login for all school-related communication.

Students will communicate w/teachers and classmates using tools such as: Gmail, Google Meet (Hangouts), Google Voice, Google Classroom & Remind.

Never share passwords, course codes, meeting links, or any other information that gives non-PPS students access to your online content.



WWW.PPS.NET/TITLEIX

TITLE IX OF THE EDUCATION AMENDMENTS ACT OF 1972

PROTECTS KIDS FROM DISCRIMINATION, HARASSMENT OR (CYBER)BULLYING AT SCHOOL & ONLINE



BE SAFE ONLINE

Never share personal information such as your address or contact info or communicate online w/people whom you do not know in-person.

If you feel unsafe using video (there may be many reasons for this), turn your camera off and participate using the microphone only.

Always alert your parents and your teacher or principal to anything that makes you feel unsafe or uncomfortable online.



GOOGLE MEET GUIDELINES



- Dress as you would for school
- Be on time
- Mute your microphone unless you are actively speaking
- All the same student expectations and related discipline apply when online, too!
- Keep the camera off if there are distractions around you or if you are concerned about safety (the camera picks up everything!)
- Avoid eating or multi-tasking

SUPPORT & REMINDERS

PPS Student & Parent Portal (links to help guides, access to Canvas, Seesaw, Clever, Google Classroom)

Student Rights, Responsibilities & Discipline (expectations for behavior apply online, too!)

PPS Tech Support for Students & Parents and **PPS-HD Info**



REPORT



Title IX protects PPS students, staff and third-parties regardless of whether its online or in-person, from (cyber)bullying, harassment or any form of gender discrimination.

For the duration of PPS-HD, our focus is on ensuring online student/community safety and modeling safe, healthy relationships. We will continue to respond promptly to every Title IX report. Please visit the Title IX website for how to report and what is prohibited.

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