

U.S.D. 102 Technology Acceptable Use Policy

PURPOSE

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable use of the Internet. These guidelines apply to all users, including students and staff. Technology is meant to include electronic and digital devices—including computers, personal digital assistants, the Local Area Network and the Internet (including E-mail)—provided by or used on the premises of USD 102.

EDUCATIONAL PURPOSE

It is the mission of USD 102 to prepare students to become resourceful, responsive, and responsible members of the world community. In developing this Acceptable Use Policy, the Technology Committee of USD 102 has considered its own educational mission, goals and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to District technology is an important part of our mission to create lifelong learners who are resourceful, responsive and responsible members of the world community.

USE A PRIVILEGE

Users are expected to use District technology to further educational and personal goals consistent with the mission of the school district and its policies. Activities which might be acceptable on a user's private personal account may not be acceptable on this network. Access to the network is a privilege, and with any privilege comes responsibility. If the responsibility is abused, access can be revoked. The District reserves the right to determine whether a specific use is appropriate or consistent with the Acceptable Use Policy. We have developed a set of guidelines, but they cannot cover everything. Before signing this agreement, you should understand that access can be denied and other disciplinary action taken for inappropriate use of the network. By signing this document, you are agreeing to take responsibility for your child's voluntary access to any inappropriate material.

UNIFIED SCHOOL DISTRICT 102 WILL . . .

inform users of acceptable, safe and effective techniques for use of the Internet. The District will also provide Internet content filtering through software, hardware, or a combination of the two. It must be understood by users and parents that no method of filtering is completely effective.

DISTRICT WEB SITE

Web pages on school sites may include student pictures and first name only unless their legal guardian requests in writing that such pictures not be posted. Class or group pictures are acceptable as long as names are not associated with pictures. Staff pictures and names may be posted unless otherwise requested.

UNACCEPTABLE USES

1. Users will not use district technology to access, view, upload, download, store, print or distribute pornographic or obscene images.
2. Users will not use District technology to transmit or receive obscene, abusive, inflammatory, threatening or sexually explicit language or discriminatory (hate) literature.
3. Users will not use District technology to engage in any illegal act or violate any local, state or federal statute or law.
4. Users will not post personal contact information about themselves or others. Such information includes address, telephone number, credit card information and picture.
5. Users will not alter or damage any part of the District network, including software, hardware and other technology, and will not attempt to bypass security or Internet filtering.
6. Users will not use District technology to violate copyright laws or licensing agreements, or use another person's property without the prior approval of the owner or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works found on the Internet.
7. Users will not access another user's account, or modify or damage another user's data.
8. Users will not reveal their password. Any activity (Internet or other) on a user's account becomes the responsibility of the user.

CONSEQUENCES OF VIOLATION OF THE ACCEPTABLE USE POLICY

Violation of the Acceptable Use Policy of USD 102 will result in disciplinary action. Three levels of disciplinary action will be enforced by the administration. Any level of action may be selected, depending on the severity of the violation. All Student Handbook rules and policies will be followed and enforced. The administration holds the right, depending on the severity of the abuse or misuse of District technology, to take, add, or increase any penalties they and the Board of Education deem necessary.

Level I - WARNING: User would lose technology/Internet privileges until a parent conference is held. Any additional loss of privileges as determined by the administration will be discussed at this conference.

Level II - PATTERN OF ABUSE, REPEATED ABUSE OR FLAGRANT VIOLATION: Any user who, after a Level I warning, continues to engage in serious or persistent misbehavior by violating the *Acceptable Use Policy* may have any computer/Internet privileges revoked for the entire school year.

Level III - CONTINUED OFFENSE: School disciplinary action and/or appropriate legal action will be taken. Access privileges will be revoked. Consequences may include short term or long term suspension.

STUDENT & PARENT AGREEMENTS

Once signed, this agreement will remain in force until rescinded by student or parent. It must be renewed when the student reaches seventh grade.

PARENTAL AGREEMENT

I agree not to hold USD 102 nor any of its employees nor any of the institutions or networks providing access to the Internet responsible for the performance of the system or the content of any material accessed through it. As the parent of guardian of this student, I have read the *Acceptable Use Policy* of USD 102. I understand that this free access is designed for educational purposes. I also recognize that it is impossible to restrict access to all controversial materials and I will not hold USD 102 responsible for materials acquired or sent via the Internet.

Parent/Guardian signature _____ Date _____

STUDENT AGREEMENT

I understand and will abide by the terms and conditions of the *Acceptable Use Policy*. I further understand that any violation of these terms and conditions is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be partially or completely revoked. School disciplinary action and/or appropriate legal action may be taken. I agree not to hold USD 102 nor any of its employees nor any of the institutions nor networks providing Internet access to USD 102 responsible for the performance of the system or the content of any material accessed.

Student signature _____ Date _____