

Haldane Internet and Network Student Acceptable Use Policy for Grades 6 through 12

Students will not be permitted to use school computers without returning a signed copy of this policy.

As a result of a change in policy in 2012, this form only needs to be signed upon entering Haldane, entering grade 6 (Middle School), and entering grade 9 (High School).

The Haldane Central School District provides technology resources to its students and staff for educational and administrative purposes. The goal in providing these resources is to promote educational excellence at the Haldane CSD by facilitating resource sharing, innovation, and communication with the support and supervision of parents, teachers, and support staff.

It is important to note that computer use in the district is not private, and that the school district will monitor activity on the computer system. The use of these technology resources is a privilege, not a right.

With access to computers and people all over the world comes the potential availability of material that may not be considered of educational value in the context of the school setting. For students' protection, the Haldane CSD complies with COPA (Children's Online Privacy Protection Act) and maintains a filter system on the network.

The Haldane CSD firmly believes that the value of information, interaction, and research capabilities available online outweighs the possibility that users may obtain material that is not consistent with the educational goals of the district.

Proper behavior, as it relates to the use of computers, is no different than proper behavior in all other aspects of district-related activities. All users are expected to use the computers and computer networks in a responsible, ethical, and polite manner. This document is intended to clarify those expectations as they apply to computer and network usage, and is consistent with district policy.

The district's acceptable use policy governs what you may not do while using computers in school. You will be held accountable for your actions if the rules of acceptable use are violated. Your teachers will guide you toward appropriate materials and resources. Using the network in violation of the acceptable use policy will result in a loss of access, as well as other possible disciplinary or legal action, after an opportunity to be heard and due process are followed.

District Network, Internet, and Email Rules

You are responsible for good behavior on school computer networks just as you are in a classroom or in a school hallway. Communication on the network is often public in nature. General school rules for behavior and communication, as outlined in the school handbook, apply. Access is a privilege, not a right. Access equals responsibility. The Haldane CSD computer system shall not be used for personal activities unrelated to district goals.

Users should not expect that files stored on district servers will be private. The school district reserves the right to monitor internet activity, email, and files in order to ensure compliance with the acceptable use policy.

Users should also understand that their internet site visits are recorded and monitored from time to time.

Users should realize that if other students use their passwords, the password owner will be held accountable for inappropriate network use. **DO NOT SHARE PASSWORDS.**

Considering reasonable standards of student rights and responsibilities, the following actions are not permitted:

- Accessing inappropriate websites, such as those containing sexually explicit material, hate group sites, and content not related to coursework
- Using chat rooms, unless directed by a teacher as an integral part of a unit of study
- Using or attempting to use any software or website to circumvent district safeguards
- Using or attempting to use web-based email services not specifically permitted by the district
- Installing any software, including shareware, freeware, illegal software, screensavers, Real Audio components, and other utilities
- Revealing any personal information (your own or anyone else's), such as social security numbers, addresses, and photographs
- Impersonating others
- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Damaging computers, computer systems, or computer networks
- Violating copyright, trademark, or other laws
- Using another person's password or sharing one's own password
- Trespassing or attempting to trespass in another's folders, work, or files
- Intentionally wasting limited resources, including disc space, printing capacity, and network bandwidth
- Employing the network for commercial purposes
- Tampering with or altering computers, computer systems, programs, or files
- Modifying or destroying programs or data (other than your own personal files)

- Unauthorized access or attempted unauthorized access to a computer network, including those accessible via the internet
- Causing denial of computer services (e.g. running a virus that damages the network)
- Stealing computer services
- Copying licensed software
- Saving MP3 or video files, unless approved in writing by the Director of Technology; servers are scanned regularly and all MP3 and video files on the network will be deleted
- Introducing virus-infected files to computers or the network, or disabling virus-scanning software

Notify an adult immediately if you encounter materials that violate the rules of acceptable use.

I understand that violations of the acceptable use policy will be considered insubordination and will be dealt with seriously.

Violators risk:

- Losing computer privileges on a temporary or permanent basis
- Disciplinary action
- Academic sanctions for academic infractions (plagiarism)
- Prosecution for violation of local, state, and federal laws

My rules of online safety:

- I am responsible for how I treat other people. I will use email and other means of communication (blogs, wikis, chat, instant messaging, and discussion boards, etc.) responsibly. I will not send or post hateful or harassing mail, make discriminatory or derogatory remarks about others, or engage in bullying, harassment, or other antisocial behaviors while in school or out of school.
- I will never give out or send personal information (photos, addresses, phone numbers, location of school, etc.) without my parents' permission.
- If I come across or am sent information online that makes me feel uncomfortable, I will tell my parents or teacher. I will not respond to this kind of message.
- I will never agree to get together with someone I meet online without my parents' prior knowledge and consent.
- I will follow the rules explained to me by my parents and school staff.
- I will demonstrate appropriate behavior.
- I will be courteous to others and respect their documents and files.
- I will only connect to websites that are allowed by my teachers.

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Section 1: To be signed by a parent/guardian

As the parent/guardian of _____ (please print), I have read and discussed with my son/daughter the Haldane CSD Internet and Network Student Acceptable Use Policy. I recognize that it is impossible for the school district to restrict access to all inappropriate material and, as such, I will not hold the District, its officers, employees, or the internet provider responsible for the materials acquired on the network.

I understand that any information saved is not private and the District may access it at any time. The District will not be responsible for any damages, direct or indirect, that result from the use of the District's technology facilities. Any unauthorized access or use of the District's technology facilities is strictly prohibited.

I hereby give permission for my child to have user access to the internet and the network at Haldane CSD. I realize that, under the law, my minor child may hold me financially responsible for the willful, malicious, and unlawful damage of property.

Parents are encouraged to review this document with their student(s). Please sign this acknowledgement form and return it to the school office. Please keep a copy for your reference.

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____ Date: _____

Section 2: To be signed by the student

I have read the Haldane CSD Internet and Network Student Acceptable Use Policy and agree to abide by its terms. I further understand that violation of the policy regulations may lead to my access privileges being revoked, school disciplinary action, academic sanctions, and/or appropriate legal action.

Student Name (please print): _____

Student Signature: _____ Date: _____