

# **SOUTH HUNTINGTON UNION FREE SCHOOL DISTRICT COMPUTER TECHNOLOGY AND INTERNET USE AGREEMENT**

## **Introduction**

The District is very pleased to offer teachers and students easy access to computers and the Internet. The goal in providing these resources is to promote educational excellence in schools by facilitating resource sharing, innovation and communication.

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. The key concept underlying the Internet is interconnectivity - something that will allow administrators, teachers, and more importantly, students to access an unparalleled array of communication and information resources.

With access to computers and the ability to communicate with people all over the world also comes the availability of material that may not be considered to be of educational value in the context to the school setting. As such the District has taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We strongly believe however, that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of the District.

In addition, the smooth operation of the network relies upon the proper conduct of the end users, who must adhere to the following guidelines listed under Internet terms and conditions. These guidelines are provided here so that students are aware of the responsibilities they are about to acquire.

## **Purpose**

The purpose of this agreement is to define guidelines for student use of the district networked computer equipment, including those that provide access to the Internet.

## **Student Internet Access**

Students are expected to use SHUFSD computer resources efficiently, ethically, and with full knowledge of their legal responsibilities. In order for students to access the Internet, the District requires that all students and the parents/guardians of students sign the *SHUFSD Computer Technology and Internet Use Agreement*. If a District user violates any provisions in this document, his or her account may be temporarily terminated and future access may possibly be denied.

Use Agreement; will have the teacher, parent/guardian and student execute the Internet Use Agreement and provide for the promulgation of the guidelines listed under the Internet terms and conditions. Signature(s) is (are) legally binding and indicates the party

(parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

### **Terms and Conditions**

1. Acceptable Use - The purpose of the Internet is to support research and education in and among academic institutions in the U.S. by providing access to unique resources and the opportunity for collaborative work. The use of a computer or email account must be in support of education and research and consistent with the educational objectives of the District. Use of another organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to: copyrighted material; threatening or obscene material; expressions of bigotry, racism, or hate; or material protected by trade secret.

Use of the Internet for commercial activities including but not limited to sales, promotions of products or services, unauthorized solicitations on behalf of organizations or persons, political lobbying, or illegal activities is strictly prohibited. Downloading of games is prohibited. Any use of the network for gambling or games of chance is prohibited.

2. Privileges - The use of the Internet is a privilege, not a right, and inappropriate use may result in a suspension or cancellation of those privileges. Each student who receives an account will be responsible for that account and its usage. Therefore, under no circumstances should an account password be shared with anyone other than authorized technical personal. This includes unauthorized disclosure of one's password to other users.

Teachers will discuss with students the proper and appropriate use of the network. Network system administrators may close an account at any time as needed. The administration, faculty, and staff of the District may request that the Director of Technology deny, revoke, or suspend specific user accounts. It may be determined by the administration that additional disciplinary action may be appropriate.

3. Network Etiquette: Students are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
  - a. Be polite. Students will not be abusive in messages to others.
  - b. Use appropriate language. Students will not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
  - c. Students will not reveal their personal information or the personal information of others.
4. Email:
  - a. Students will not access or use any email service (e.g., hotmail, Yahoo Mail, etc.) via the South Huntington Internet connection, except with

the prior permission of the student's teacher or appropriate school administrator. Such permission will be granted in cases where such access is necessary for a student's education, research, or reference only. For example, a student involved in an educational tele-mentoring project that uses email for correspondence may be granted an exception.

- b. Note that electronic mail (e-mail) is not guaranteed to be private. Confidential information should not be addressed on email. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
5. Chat rooms: The purpose of the South Huntington Internet connection is education, research and reference. Accordingly, students will not access "chat rooms," utilize "instant messaging or blogging services" via the South Huntington Internet connection. As with email (above), permission to access these applications will be granted in cases where such access is necessary for a student's education, research, or reference only. For example, a pre-scheduled chat with an expert in a field of study would be deemed appropriate.
6. Students will not use the network in such a way that you would disrupt the use of the network by other users. Unauthorized saving of games and videos is prohibited.
7. Students do not have permission to connect any devices to any SHUFSD computer or to the network without the approval of an authorized staff member.
8. Information accessible property, as copyrights network are not private property, as copyrights laws may apply. However, communications via the network are not private and may be reviewed by staff members at any time.
9. South Huntington Web Site:
  - a. No photographs of individual students will be posted on a South Huntington web page without the student's and parent's written permission.
  - b. Only a student's first name may be used on a South Huntington web page. Last names may be posted with student and parent permission. Under no circumstance will addresses, telephone numbers, or any other identifying information be posted.
  - c. A student's work will only be posted on a South Huntington web page with a signed Computer Technology and Internet Use Agreement.

## **Warranties**

The District does not make any warranties of any kind, whether expressed or implied for the service it is providing. The District will not be responsible for any damages suffered. This includes loss of data resulting from delays, nondeliveries, misdeliveries, or service interruption caused by its own negligence or errors of omissions. Use of any information obtained via the Internet is at the users own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

### **Security**

Security on any computer system is a high priority, especially when the system involves many users. Individuals who identify a security problem on the Internet, must notify an administrator. Students will not demonstrate the problem to other users. Attempts to log on to the Internet as a system administrator, teacher, or another student may result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet and the district's computers.

### **Vandalism**

Vandalism may result in cancellation of privileges and or other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy the SHUFSD network or other networks that are connected to the Internet, district hardware, school district data, or the data of any other authorized user. This includes, but is not limited to, the uploading or creation of computer viruses, modifying computer programs or files, making changes to computer setups or programs, or altering hardware. Students do not have permission to install or file share any unauthorized software programs/files, or to download and save any unauthorized programs from the Internet or from external sources to SHUFSD computers.

# SOUTH HUNTINGTON SCHOOLS COMPUTER TECHNOLOGY INTERNET USE AGREEMENT

I understand and will abide by the above *Internet Use Agreement*. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit a violation, my access privileges may be revoked, school disciplinary actions may be taken, and/or appropriate legal action.

It shall be the general policy of the school district not to allow students access or use any email or instant messenger service, and/or "chat rooms" via the South Huntington Internet connection, except with the prior permission of the student's teacher or appropriate school administrator. I understand that South Huntington School District may use my picture, or samples of my school work, on its Web site. My last name may not be published on the Web site without special written permission from my parent or guardian.

User Name (please print): \_\_\_\_\_

User Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(If you are under the age of 18, a parent or guardian must also read and sign this agreement.)

## **PARENT OR GUARDIAN**

As the parent or guardian of this student, I have read the *Internet Use Agreement*. I understand that this access is designed for educational purposes. However, I also recognize it is impossible for the South Huntington School District to restrict access to all controversial materials and I will not hold them responsible for materials my child may acquire on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to the South Huntington School District to issue an account for my child and certify that the information contained on this form is correct.

It shall be the general policy of the school district not to allow students access or use email, instant messenger service, blogs, and/or "chat rooms" via the South Huntington Internet connection, except with the prior permission of the student's teacher or appropriate school administrator. I understand that South Huntington School District may use my child's picture, or samples of my child's school work, on its Web site. My child's last name may not be published on the Web site without my written permission.

Parent/Guardian's Name (please print): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I have read the *Internet Use Agreement* and agree to take appropriate measures to insure that all students are made aware of the guidelines and their responsibilities and are instructed on acceptable use of the network and proper network etiquette. Because the student may use the network for individual work or in the context of other classes, I cannot be held responsible for the student's use of the network.

Principal/designee (please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_