

# Middle School/High School

## Paton-Churdan School District Acceptable Use Policy

The following guidelines are provided so that you are aware of the responsibilities you are about to acquire. In general this requires efficient, ethical, and legal utilization of the network resources. If a student violates any of these provisions his or her use of the school computers and network equipment may be suspended or terminated and the school district discipline policy will be applied. The signature(s) at the end of this policy make it legally binding and indicate that the parties who have signed have read and have agreed to the terms and conditions for use of computer and network equipment in the Paton-Churdan School District and understand the significance of the agreement.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. The Paton-Churdan School District has taken precautions to restrict access to objectionable materials. However, on a global network it is impossible to control all material and an industrious user may discover objectionable information.

Terms and Conditions the Paton-Churdan Acceptable Use Policy:

1. Student e-mail will be limited to those students who are involved in distance learning classes or students who need email for other educational reasons deemed necessary by school administration. No Student will be allowed to use or participate in chat rooms unless required by a distance learning class. The network administrator will make arrangements for using email or chat rooms in these cases for the student.
2. All Internet usage must be in support of education and/or research and be consistent with the educational objectives of the Paton-Churdan School District. Transmission of any material in violation of any federal, state, or local regulation is strictly prohibited. This includes, but is not limited to copyrighted material, threatening or obscene material or material protected by trade secret, etc. Use of commercial activities by Paton-Churdan School District users is not acceptable.
3. Computer Network and Internet use is a privilege not a right. Inappropriate use may result in cancellation of those privileges. The administration, faculty, and staff of the Paton-Churdan School District may request to deny, revoke, or suspend the specific user accounts and/or privileges. Upon review the principal or superintendent will direct the network administrator to deny, revoke, or suspend a user's account and access to the computer network depending on the severity of the situation.
4. Staff and student use of the computers and computer network is subject to review by district personnel. Any activity on the districts computers, network, Internet, or use of other technology is not confidential and is subject to review by district personnel. This includes but is not limited to: logs of Internet usage, personal folders or home directories, or any other information stored on district computers or the network.
5. The downloading or loading of material not for specific use with school educational projects is prohibited. This shall include but not be limited to: games, mp3's, mpegs, and all other digital or audio files. Any permitted downloading must be done under direct staff supervision. The unauthorized use of the machines to play games whether installed, on CD, or on the Internet shall be prohibited.
6. The intentional misuse or waste of technology resources including, but not limited to: printer paper, printer toner, storage media, or any other technology resources is a violation of this policy.
7. Trespassing or activity including but not limited to accessing the personal files or home directories of staff or students, gaining access to the computer network by using another's password, allowing one to gain access to the computer network by using your password, or any other activity to gain access to protected or personal files is a violation of this policy and is subject to punishment.
8. Displaying or intentionally gaining access to offensive messages, language, or pictures on the Internet or other media is a violation of policy.
9. Damaging equipment by misuse or the intentional damage to the school computers or other technology equipment including, but not limited to: physical damage, loading of harmful viruses, access of inappropriate web sites that contract computer viruses is a violation of this policy.
10. The Paton-Churdan School District assumes no responsibility or liability for any phone charges including, but not limited to, long distance charges, per minute or unit surcharges, equipment or line cost, incurred by the user. Nor does the Paton-Churdan School District assume any responsibility for any other charges, credit card charges, automatic billing, or any acceptance of a monetary charge incurred by the users in this school. Any financial acceptance will be the responsibility of the user.
11. Exception of Terms and Conditions - All terms and conditions as stated in this document are applicable to the Paton-Churdan School District. These terms and conditions reflect the entire agreement of the parties and supersede all prior oral or written agreements and understandings of the parties. These terms and conditions shall be governed and interpreted in accordance with the laws of the State of Iowa and the United States of America.
12. Violation of these terms and conditions will include suspension or termination of the student's user account and access to the district computers and computer network as set out in the school's discipline policy. Any assignments during the suspension or termination of a user's account or computer access will result in the student completing the assignments off site or completing an alternative form of the assignment agreed upon by the teacher that does not require the student to use the districts computers. In this case it is at the discretion of the teacher to grant full, partial, or any credit for these types of alternative assignments.

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(Student Signature)

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(Parent or Guardian Signature)

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(Date)

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(Date)