

Abington Heights School District

Policy for Acceptable Use
of Computer Resources

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The following policy contains the governing philosophy for regulating the use of the district's computing facilities and resources.

Acceptable Use

The district supports the use of computer, networks and the Internet in the district's curriculum in order to facilitate learning and teaching. The use of computers and network facilities shall be in support of education and consistent with the educational objectives of the district as well as the varied instructional needs, learning styles, abilities, and development levels of students.

Responsibilities

Students have the responsibility to use the new technologies according to the direction of their teachers, their parents, and this policy.

Teachers have the responsibility to provide clear guidelines, direction, and supervision for the use of the new technologies with their students.

Administrators, teachers and staff have a professional responsibility to work together to help students develop the intellectual skills necessary to discriminate among information sources, to identify information appropriate to their age and development levels, and to evaluate and use the information and technology in an ethical way to meet their educational goals.

All users have the responsibility to respect and protect the rights of every other user in the district and on the Internet. All users must recognize that all data is the property of Abington Heights School District and there is no expectation of privacy.

All users are expected to act in a responsible, ethical and legal manner in accordance with district policy, and local, state and federal law.

Any user who receives threatening or unwelcome communications is expected to immediately bring them to the attention of a teacher or administrator.

Any user knowledgeable about violation of computer laws and policies, as well as about any potential security problem of the district's computer systems and networks is expected to notify a district authority. The problem should not be demonstrated to other users. The user is expected to cooperate in the operation of computer systems and networks as well as in the investigation of misuse or abuse.

Privileges

Access to the computing facilities and resources is a privilege granted solely to faculty, staff, and students attending a school in the district, or other persons specifically granted permission by a district official.

The district establishes that this use is a privilege, not a right; inappropriate, unauthorized and/or illegal use, determined by district authorities, may result in the cancellation of those privileges and appropriate disciplinary action.

District Authority or Responsibilities

The district reserves the right to revoke user privileges, remove user accounts, and refer to legal authorities when appropriate violations of this policy and any other applicable district policies, including those governing network use, security, vandalism, and copyright of district resources and equipment.

The district reserves the right to limit, restrict or extend computing privileges and access to its resources. Those who do not abide by the policies should expect at least suspension of computer privileges.

The district reserves the right to determine which network services will be provided through school district resources.

The district reserves the right to deny computer privileges to any user identified as a security risk or having a history of problems with other computer systems. The determination of risk shall be the responsibility of a district authority.

The district reserves the right to examine any user files, should the security of a computer system be threatened or unacceptable use is suspected.

The district reserves the right to log network use and to monitor fileserver space utilization by any user.

The district reserves the right to view and monitor all applications provided through the network, including email, and to log Internet use by any user.

The district shall not be responsible for student information that is lost, damaged or unavailable due to technical problems or user error.

The district makes no warranties of any kind, whether expressed or implied, for the network service it is providing.

The district specifically denies any responsibility for the accuracy or quality of information available on the Internet to students and staff and does not imply endorsement of the content.

The district reserves the right to determine if any activity not appearing in the list below constitutes an acceptable or unacceptable use of the computer facilities or network resources.

Consequences for Inappropriate Use

The use of the computer, network or Internet for illegal, inappropriate, unacceptable, or unethical purposes by students or employees is prohibited. Any user, whether student or employee, who violates the prohibitions listed in this policy, engages in any other act determined to be unacceptable use of the network by school authorities, or violates any other district policy governing use of school resources any copyright law, whether through ignorance, negligence, or deliberate disregard, will have his/her user privileges revoked and may face other disciplinary procedures according to existing and applicable school district policies. In addition, illegal use of the network, any other activity involving the violation of local, state, or federal laws will be reported to the appropriate legal authorities for prosecution. The intent of the inappropriate use will dictate the level of discipline.

Any user (and/or his/her family) will be responsible for any cost to restore vandalized systems to normal operations.

PROHIBITIONS

This policy strictly prohibits the following activities and any other determined by the district authorities to be unacceptable uses of the network. These prohibitions are in effect any time school district resources are accessed whether on district property, directly from outside school, or indirectly through another network resource.

Unauthorized Use

All users are prohibited from using, or trying to use, a network account that was not assigned to that explicit user, unless access has been authorized by a district authority.

All users are prohibited from trying in any way to obtain the password for another user's account.

All users are prohibited from disclosing to an unauthorized person a password or any password for any computer program or network account.

All users are prohibited from attempting to disguise the identity of an account or computer.

Excessive Use

All users are prohibited from deliberately performing acts which are wasteful of computing or printing resources, or which unfairly monopolize resources to the exclusion of others.

All users are prohibited from excessively using system resources in an attempt to cause a system failure.

All users are prohibited from playing games on any computer or network unless specifically assigned by a teacher for instructional purposes.

Harassing, Offensive and Illegal Use

All users are prohibited from using the computer to access or transmit obscene or pornographic material.

All users are prohibited from harassing others or infringing upon other's rights by transmitting material likely to be abusive, profane, threatening, libelous, or sexually, racially, or religiously offensive.

All users are prohibited from developing, running or installing programs on district computer facilities with the malicious intent to harass other users or infringe upon other's rights or which may lead to a lawsuit or criminal charges.

Personal, Financial and Political Gain

All users are prohibited from using computer facilities for commercial advertisement or for-profit purposes.

All users are prohibited from using computer facilities for non-school and/or non-district related activities.

All users are prohibited from using computer facilities for checking non-district issued e-mail accounts.

Security Violation

All users are prohibited from using computer resources to access, or attempt to access, unauthorized computer files or network services, including files, access, or data from external sources outside the district for which the user does not have authorization from the owner.

All users are prohibited from attempting to monitor another user's electronic communications, or intentionally obtain, modify or delete another user's data or passwords, without permission of the owner.

All users are prohibited from attempting to circumvent or defeat data protection schemes or uncover security breaches.

Vandalism

All users are prohibited from making unauthorized modifications to any computer program. This includes, but is not limited to, downloading and installing of unauthorized software from the internet or other source of removable media.

All users are prohibited from attempting to harm or destroy data of another user or to harm or destroy computer hardware, software, or configuration.

All users are prohibited from deliberately performing an act which will seriously impact the operation of computer facilities or networks' resources.

All users are prohibited from developing, running or installing programs on any district computer facilities with the malicious intent to harm or destroy hardware or software components of any computer or network.

All users are prohibited from conducting such acts as theft, mutilation, or unauthorized appropriation of computer hardware or software.

Copyright Violation

All users are prohibited from using district technology or computer facilities for fraudulent copying, communications or modifications of materials in violation of local, state, or federal copyright laws.

All users are prohibited from violating intellectual property rights by the illegal installation, distribution, reproduction or use of copyrighted material, or violating software licensing agreements and software copyright laws.

Other Rules

All users must comply with the acceptable use policy of the District's Internet provider(s) and our contract(s) with them and violating any terms of their policy is prohibited.

All users are subject to the acceptable use policies of all external networks through which communications are transmitted.

Students may have additional rules that govern computer use in individual schools, grades, departments, libraries or classrooms. These rules are in addition to, rather than instead of, the rules in this policy.

All users must assure that all software and hardware foreign to the district system shall be virus-free.

The Superintendent shall develop procedures which will require parental approval for student use of the Internet.

Reference

PA State Law, 18 Pa. C.S.A. 3933, et seq.

Copyright Law P.L. 94-553

BEC 14-87

Abington Heights School District

Acceptable Use Policy

Students will not receive Internet access until this form is completed and returned as noted below.

STUDENT

I understand and will abide by the Abington Heights School District's Computer, Network and Internet Acceptable Use Policy. I further understand that any violation of the Policy is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action and/or appropriate legal action may be taken.

User's Full Name (*Please print.*): _____

User's Signature: _____

Date: _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I understand that this access is designed for educational purposes. I also recognize it is impossible for the school district to restrict access to all controversial materials; and I will not hold them responsible for materials acquired on the computer system. 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 issue an account for my child and certify that the information contained on this form is correct.

NOTE: Parents are encouraged to help monitor student use by observing and questioning the use of the computer by their child.

Parent or Guardian's Name (*Please print.*): _____

Parent or Guardian's Signature: _____

Please sign and return to your principal.