

SUBJECT: COMPUTER/INTERNET ACCEPTABLE USE POLICY

The use of the York Central School District's Computer Network System (DCS) is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges and may result in disciplinary and/or legal action. Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users (our students and staff members) who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you accept when using the school's computers and network. In general, this requires educational, ethical, and legal utilization of the network and computer resources. If a York Central School District user violates any of these provisions, his or her account will be terminated and future access could be denied. School administrators will deem what is inappropriate use and their decision is final.

The signatures at the end of this document are legally binding and indicate the parties who sign have read the terms and conditions carefully and understand their significance.

Access to Inappropriate Content/Material and Use of Personal Technology or Electronic Devices

This policy is intended to establish general guidelines for the acceptable student use of the DCS and also to give students and parents/guardians notice that student use of the DCS will provide student access to external computer networks not controlled by the School District. The District cannot screen or review all of the available content or materials on these external computer networks. Thus some of the available content or materials on these external networks may be deemed unsuitable for student use or access by parents/guardians.

Despite the existence of District policy, regulations and guidelines, it is virtually impossible to completely prevent access to content or material that may be considered inappropriate for students. Students may have the ability to access such content or material from their home, other locations off school premises and/or with a student's own personal technology or electronic device on school grounds or at school events. Parents and guardians must be willing to establish boundaries and standards for the appropriate and acceptable use of technology and communicate these boundaries and standards to their children. The appropriate/acceptable use standards outlined in this policy apply to student use of technology via the DCS or any other electronic media or communications, including by means of a student's own personal technology or electronic device on school grounds or at school events.

Rules and Conditions for Acceptable Computer/Internet Use

- a) All files and programs on the computer belong to someone. You may not erase, rename, copy or make unusable anyone else's files or programs.

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- b) You may not authorize anyone else to use your name or files for any reason. You are responsible for all uses of your accounts.
- c) You may not use computers or accounts for unlawful purposes, such as the illegal copying or installation of software, or for any reasons other than legitimate educational purposes.
- d) You may not attempt to discover another user's password, either locally or at a remote location. You must protect your own password.
- e) You may not copy, change, or transfer any software on York Central School District computers. The use of illegally copied software is considered a criminal offense and is subject to criminal prosecution.
- f) You may not intentionally write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software.
- g) You may not deliberately restart or shut down a computer in use by another person.
- h) You may not deliberately use the computer to annoy and/or harass others, nor may you send or make accessible any obscene, abusive, or threatening messages.
- i) You may not intentionally damage the system, intentionally damage information not belonging to you, intentionally misuse system resources, or allow others to misuse system resources.
- j) You may not vandalize terminals, computers, printers, cables or other peripheral hardware.
- k) York Central School District has the right to routinely review, edit, or remove materials in your files. You will be held accountable for the content of any files and documents in your accounts.
- l) York Central School District cannot be held liable for any lost, damaged, or unavailable information due to technical or other difficulties.
- m) Use of accounts must support educational objectives of the York Central School District. Internet usage is for school related assignments. All other usage is prohibited at school.

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- n) Use of another organization's network or computing resources must comply with the rules of that network.
- o) Transmission of any material in violation of any United States or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.
- p) Use for commercial activities is not acceptable.
- q) Note that usage of the system is monitored. People who operate the system have access to all files. Files relating to or in support of illegal activities may be reported to the authorities.
- r) Communications and information accessible via the Internet may be assumed to be private property and subject to copyright.
- s) Students using information from Internet sources must cite the location in bibliographies or elsewhere in the document.
- t) Students in grades K through 5 using the Internet must be with an adult acting in a supervisory capacity. Students in grades 6 through 12 may use the Internet without direct supervision but only for educational purposes. The subject of a research project must be approved by the teacher coordinating the assignment.
- u) Any student accessing a source deemed to be of objectionable content will be asked to leave that site by a staff member. Examples of objectionable content would be those containing adult entertainment photographs and text, sites which harass or denigrate, and sites which might pose a threat to school security. Students asked to leave a site must comply with the staff member.
- v) Students may not access personal e-mail accounts from the York Central School District computer network. The district will provide student e-mail accounts within a secure network. A student e-mail account is to be treated as a professional account that is used solely to communicate with teachers or classmates for educational purposes.
- w) Use of social networking sites, instant messaging chat rooms, billboards, online gaming sites and such sites is strictly forbidden.

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- x) It is strictly forbidden for students to connect their personal equipment to the York Central School District computer network. However, students may use portable flash drives by giving them to a staff member who can download the contents.
- y) Students must not present false information about themselves to gain access to restricted sites.

Security

If you feel you can identify a security problem on the network and/or the Internet, you must notify the system administrator. Do not demonstrate the problem to others. Do not use another individual's account. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to Internet.

Damages

York Central School District makes no warranties of any kind, whether expressed or implied, for the services it is providing. York Central School District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, misdeliveries, or service interruptions caused by or your errors or omissions. Use of any information obtained via the Internet is at your own risk. York Central School District specifically denies any responsibility for the accuracy or quality of information obtained through its network.

Use of District-owned Laptops or Tablet Computers

York Central School students may be loaned a portable computing device for academic use. Students will be given a training session before a portable computing device is loaned to them. Students and their parents/guardians will also be required to sign and agree to the "Student Laptop/Tablet User Agreement." The District reserves the right to revoke or discontinue laptop or tablet privileges for any or all students at any time, for any or no reason, in its sole discretion.

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Students

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Please sign and return this page. Keep previous pages for your reference.

Please note the student's access/account will not be activated until this form is returned. This agreement must be completed prior to enrollment at grade 4 and grade 9. These two agreements will apply to computer/Internet usage for the duration of the student's enrollment at York Central School.

ACKNOWLEDGEMENT

I understand and will abide by the District's Computer/Internet Use Policy. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, school disciplinary action and/or appropriate legal action may be taken, including but not limited to loss of access privileges.

Student's Name (please print): _____

Student's Signature: _____ Grade: _____

Date: _____ Date of Birth _____

Please check the appropriate box:

Grade 4 agreement (covers grades 4 through 8)

Grade 9 agreement (covers grades 9 through 12)

As the parent or guardian of the above named student, I have read the District's Computer/Internet Use Policy. I understand that this access is designed for educational purposes. I also recognize it is impossible for York Central School District to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the Internet.

Parent or Guardian's Name (please print): _____

Parent's Signature: _____

NOTE: Refer also to Policy #8271 -- Children's Internet Protection Act: Internet Content Filtering/Safety

Adopted: April 28, 2014