

## *New Milford School District Acceptable Use Policy*

### Staff/Student Guidelines For Appropriate Use Of Technology Resources **Policy #2361 and Regulation R2361**

Acceptable use of the electronic information services requires that the use of these resources be in accordance with the following guidelines and support the educational goals of the New Milford School District.

The student/staff member must:

- Use the electronic information system for educational purposes only.
- Agree not to submit, publish, display or retrieve/download any inappropriate material, including but not limited to material that is offensive, abusive, obscene, contains profane language, sexually explicit, sexually threatening, racially offensive or illegal.
- Not attempt to harm, modify, gain unauthorized access to district systems or data, destroy software, or interfere with system security.
- Not use the network in a way that would disrupt the use of the network by others, including downloading, storing, distributing, or sharing any software or digital file (such as movies, music, or text) in violation of copyright laws.
- Understand that e-mail should **not** be considered absolutely secure or private.
- Not use electronic mail in any manner that is contrary to District policy
- Not use profanity or inappropriate language in e-mail
- Understand that computer activities may be monitored and tracked
- Not reveal personal student information
- Not use the system to make any unauthorized purchases or to conduct any non-approved business
- Abide by all copyright, trademark and license restrictions
- Tell an adult in charge if information accessed makes the user feel uncomfortable and/or is not appropriate.
- Follow District Policy #2361 and Student Handbooks as written

The New Milford School District will make every attempt to block and monitor student use of the computer and network. Staff members will not be held liable for inappropriate use of the equipment.

The staff, the school, and the New Milford School District are not responsible for any damages incurred, including but not limited to loss of data resulting from delays or interruption of service, for the loss of data stored on New Milford resources, or personal property used to access New Milford resources.

The use of computing resources in the New Milford School district is a privilege, not a right. Any action by a user specifically outlined in this document or determined by a system administrator to constitute inappropriate use of a computer system or network system is subject to but limited to the following consequences:

- Use of Computer Network/Computers only under direct supervision;
- Suspension of network privileges;
- Revocation of network privileges;
- Suspension of computer privileges;
- Revocation of computer privileges;
- Suspension from school;
- Expulsion from school; and/or
- Legal action and prosecution by the authorities.

***I understand and will abide by the above terms and conditions of Policy #2361 and Regulation R2361 as well as this acceptable use policy, and will use computer and electronic resources for curricular purposes only. I further understand that any violation of this agreement is unethical and may constitute a criminal offense and may result in civil liability to me and my parents or guardians, if I am under age 18. Should I commit any violation, I am subject to consequences of the school and district disciplinary code and of state and federal law.***

USER NAME (PRINT): \_\_\_\_\_

USER SIGNATURE (SIGN): \_\_\_\_\_

TEACHER'S NAME: \_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_