

**DEKALB CO. CENTRAL UNITED SCHOOL DISTRICT
TECHNOLOGY RESPONSIBLE USE POLICY**

All use of the Internet shall be consistent with DeKalb Co. Central United School District's mission to develop socially responsible students who are literate, academically successful, engaged in all aspects of their education and prepared for success in the 21st century. Guidance and instruction will be provided and required for each individual granted Internet access through the school. The policy does not attempt to state all required and/or unacceptable behaviors by users. However, some specific examples are provided. The failure of any user to follow the terms of the Technology Responsible Use Policy for Internet Access will result in the loss of privileges, disciplinary action and/or appropriate legal action. The signature(s) on the Permissions/Approval form is legally binding and indicates the party who signed has read the terms and conditions carefully and understands their significance.

Internet - Terms and Conditions

1) **Acceptable Use** - The use of your account must be in support of education and research and consistent with the educational objectives of the DeKalb Co. Central United School District.

2) **Privileges** - The use of the DeKalb Co. Central United School District telecommunications services is a privilege, not a right. Inappropriate use will result in the cancellation of those privileges. The technology systems administrator and the superintendent will deem what is inappropriate use and their decision is final. The administration, faculty, and staff of DeKalb Co. Central United School District may request the technology systems administrators to deny, revoke, or suspend specific user accounts.

3) **Unacceptable Use** – You are responsible for your actions and activities involving the network. Some examples of unacceptable use are:

- Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any U.S. or state regulation.
- Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused.
- Downloading copyrighted material for other than personal use.
- Using the network for private or commercial gain and/or using the network for commercial or private advertising.
- Gaining unauthorized access to resources or entities.
- Invading the privacy of individuals.
- Posting material authored or created by another without his/her consent.
- Posting anonymous messages.
- Accessing, submitting, posting/publishing or displaying defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing or illegal material, or any other material deemed educationally inappropriate.
- Using the network while access privileges are suspended or revoked.

4) **Exclusive Use of Access** - Network users are solely responsible for the use of their logins, passwords, and access privileges. Any problems that arise from the use of a registered user's login are the user's responsibility. The use of a registered login by someone other than the user is forbidden and is grounds for denial or limitation of network access privileges. Network resources may only be accessed in accordance with adopted Board Policies of the DeKalb Co. Central United School District and student handbook provisions.

5) **Network Etiquette** – You are expected to abide by the accepted rules of network and safety etiquette. These include but are not limited to the following:

- Be polite.
- Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
- Do not reveal the addresses or telephone numbers of students or colleagues.
- Users may not post chain letters or engage in spamming.
- Do not use the network to disrupt the use of the network by other users.
- All communications and information accessible via the network should be assumed to be property of the DeKalb Co. Central United School District

6) **Personal Safety** – For your own benefit, observe the following precautions:

- Do not post personal contact information about yourself or other people. This information includes, but is not limited to, your address, telephone number, work address, etc.
- Do not agree to meet with someone you have met online.
- Disclose to your teacher, librarian/media specialist, classroom supervisor or other DeKalb Co. Central United School District staff member any message you receive that is inappropriate or makes you feel uncomfortable.

7) **Search and Seizure/Due Process** - Your network accounts are not private. Routine maintenance and monitoring of the email or file servers may lead to discovery that you have violated this policy, or the law. The technology systems administrators will conduct searches if there is reasonable suspicion that you have violated this policy or the law, or if requested by local, state or federal law enforcement officials. DeKalb Co. Central United School District will cooperate fully with local, state, or federal officials in any investigation related to illegal activities conducted on network resources owned by DeKalb Co. Central United School District.

8) **Security** - Security on any computer system is of the highest priority, especially when the system involves many users. If you identify a security problem on technology resources, you must notify your teacher, librarian/media specialist, classroom supervisor or other DeKalb Co. Central United School District staff member. Users should not demonstrate the problem to other users. Users should not use another individual's logins. Attempts to log on to the network with a stolen identity or as a system administrator will result in cancellation of user privileges, and possible expulsion. If a user is identified as a security risk or has a history of problems with other computer systems, DeKalb Co. Central United School District may deny access to technology resources.

9) **Vandalism/Harassment** – Vandalism and/or harassment will result in the cancellation of privileges, and disciplinary action will be taken. Vandalism is defined as any malicious and/or intentional attempt to harm, steal or destroy data of another user, school networks, or technology hardware. This includes but is not limited to the uploading or creation of computer viruses, installing unapproved software, changing equipment configurations, deliberately destroying or stealing hardware and its components, or seeking to circumvent network security. Harassment is defined as the persistent annoyance of another user or the interference in another's work. This includes, but is not limited to, the sending of unwanted e-mail.

10) DeKalb Co. Central United School District reserves the right to amend this policy as needed.