

MEDWAY PUBLIC SCHOOLS
Medway, MA

Policy #21-A

**Acceptable Use Policy for School Network, Internet, and Equipment
Grades 7-12**

The District's goal in providing computer network technology and Internet access to teachers and students is to promote educational excellence by facilitating resource sharing, innovation, and communication.

Proper and Ethical Use

Students and staff must understand and practice proper and ethical use. All students and staff must be aware of the proper procedures, ethics and security involving using the Internet.

The smooth operation of the network relies upon the proper conduct of the end users that must adhere to strict guidelines. These guidelines are provided here 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 Medway user violates any of these provisions, his or her access will be suspended and may continue to be denied in the future. The signature(s) at the end of this document is (are) legally binding and signifies the party (parties) who signed has (have) read the terms and conditions and understand(s) their significance.

**Medway Public Schools School Network and Internet Use
Terms and Conditions**

Personal Responsibility

As a representative of this school, I will accept full responsibility for my own actions and for reporting any misuse of the network and/or equipment to an appropriate authority. Misuse can come in many forms, but it is commonly viewed as any message(s) sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, and other issues described below. All rules of conduct of the Medway Public Schools apply when you are on the network.

Acceptable Use

The use of your account must be in support of education and consistent with the educational objectives of the Medway Public Schools. Use of other

organization's network or computing resources must comply with the rules appropriate for that network. 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. Use for commercial activities is not acceptable. All users assume full liability; legal, financial, or otherwise for inappropriate actions.

Privileges

The use of the school network and the Internet is a privilege; inappropriate use will result in a cancellation of the privilege. The school administrators will deem what is inappropriate use and their decision is final. Also, the school administrators may choose to terminate access at any time as required. The administration, faculty, and staff of Medway Public Schools may request the network administrator to deny, revoke, or suspend specific user access.

Monitoring

The Medway Public Schools reserve the right to review any material on user accounts and to monitor file server space in order for the District to make determinations on whether specific use of the network is inappropriate. In reviewing and monitoring user accounts and file server space to determine appropriate use, the Medway Public Schools shall respect but does not guarantee the privacy of user accounts.

Network Etiquette

You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- Be polite. Do not get abusive in your messages to others.
- Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- Illegal activities are strictly forbidden.
- Do not reveal your personal information.
- Note that electronic mail (e-mail) is not guaranteed to be private.
- Do not use the network in a way that would disrupt its use.

Warranties

The Medway Public Schools makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Medway Public

Schools will not be responsible for any damages you suffer. This includes loss of data or service interruptions. Use of any information obtained via the Internet is at your own risk. The Medway Public Schools specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Security

Security on any computer system is a high priority, especially when the system involves many users. Do not use another individual's account without written permission from that individual. Attempts to logon to the network or Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems will be denied access to all network resources.

Vandalism and Harassment

Vandalism and harassment will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data or equipment. This includes, but is not limited to, the altering of workstation operating system files, and uploading or creation of computer viruses. Harassment is defined as the persistent annoyance of another user, or the interference of another user's work.

Procedures for Use

Student users must adhere to the guidelines established by the teacher. All users have the same right to use the equipment. Therefore, users shall not use the computer resources for non-academic activities when other users require the network resources for academic purposes. **The district prohibits the use of privately owned equipment in conjunction with the school's network without prior consent of the technology department.**

Encounter of Controversial Material

With access to these resources also comes the availability of material that may not be considered to be of educational value in the context of the school setting. The Medway Public Schools has taken precautions to restrict access to controversial materials. However, it is impossible to control all materials and an industrious user may discover controversial information. It is the user's responsibility not to initiate access to such material. Any decision by the Medway Public Schools to restrict access to Internet material shall not be deemed to impose any duty on Medway Public Schools to regulate the content of material on the Internet.

Agreement must be signed annually. Building administration or designee must monitor agreements to ensure that all active accounts have a valid agreement.

First Reading: May 22, 1997

Adopted: May 29, 1997

Revised: August 2, 2007

**Medway Public Schools
Medway, MA**

**School Network, Equipment, and Internet Use Agreement
Grades 7-12**

I have read, understand and will abide by the School Network, Equipment, and Internet Use Agreement. I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action.

If you are under the age of 18, a parent or guardian must also read and sign this agreement.

Print Student's Name

Student's Signature

Date

Parent or Guardian

As the parent or guardian of this student, I have read the School Network, Equipment, and Internet Use Agreement. I understand that this access is designed for educational purposes. I recognize it is impossible for Medway Public Schools to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. 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 grant access to the Internet for my child and certify that the information contained on this form is correct.

Print Parent/Guardian's Name

Parent/Guardian's Signature

Date

**FAILURE TO RETURN THIS FORM INDICATES THE STUDENT DOES NOT
HAVE PERMISSION TO USE THE SCHOOL NETWORK**