

# Central Union Elementary School District

## Internet and Central-Net Usage Agreement

Internet is a worldwide network connecting millions of computers and growing daily, and Central-Net is the Central Union Elementary School District's (CUESD) intra-district network. A network, which is many individual computers tied together, bringing together information sources and allowing communications with both local and distant computers. The Internet is a tool for life long learning, and the District is pleased to offer it to the staff and students.

With this new learning tool, staff and students (*collectively referred to as 'users'*) must understand and practice proper and ethical use. All users must attend training regarding procedures, policy, and security before being allowed access to use the network.

Users must never allow others to use network with their access codes. Users should protect their password to insure network security and their own ability to continue to use the network.

Users agree to abide by the rules of the District when using the network. This may include, but may not be limited to: signing a usage log before using the network, only accessing specific applications on the network, and being restricted from some applications on the network.

Although instructors will monitor Internet use, parents must realize that students may encounter material while using the Internet that they may not consider appropriate or which might be considered offensive. It is the responsibility of both the parent and the student to choose not to pursue such material.

Users violating District rules, classroom rules, or applicable state and federal laws are subject to loss of network privileges and disciplinary action. Students may be given disciplinary action ranging from a failing class grade to expulsion from school.

Before using the CUESD network facilities, the user (*staff member or student*), and parent/guardian (*of a student user*), must sign below indicating that he/she are aware of and agree to follow the policies as described above, and the Conditions, Rules, and Acceptable Uses Agreement of the Kings County Office of Education as described on the reverse.

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Name of User (please print)

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Signature of User

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Date

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Name of Parent/Guardian

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Signature of Parent/Guardian

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Date

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Name of Teacher

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Signature of Teacher

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Date

## **Conditions, Rules, and Acceptable Use Agreement for usage of Internet via the facilities of the Kings County Office of Education**

**INTERNET:** The Central Union School District has actively pursued advanced technology, to provide access to learning opportunities for our students and staff. We offer high speed INTERNET access through the Kings County Office of Education. Internet is a part of the information superhighway. We believe this computer technology will help propel today's schools into the information age by allowing students and staff to access and use information sources from distant computers, communicate and share information with individuals or groups of other students and staff, and significantly expand their knowledge base. The Internet is a tool for life long learning and only begins to open the door to many advanced tools to look forward to.

**PROPER AND ETHICAL USE:** With this new learning tool students and staff must understand and practice proper and ethical use. All students and staff must attend in servicing regarding procedures, ethics and security involving use of the Internet before receiving an account name and password in order to use the system.

### **CONDITIONS AND RULES FOR USE:**

#### **1. Acceptable Use**

- (a) The purpose of Internet is to facilitate communications in support of research and education, by providing access to unique resources and an opportunity for collaborative work. To remain eligible as a user, the use of your account must be in support of and consistent with the educational objectives of the District. Access to Internet is made possible through an appropriate provider to be designation by Kings County Office of Education at its sole discretion. The Kings County Office of Education and all users of the Internet must comply with existing rules and Acceptable Use Policies, which are incorporated into this document, and are available from the District.
- (b) Transmission of any material in violation of any United States or state regulation is prohibited. This includes, but is not limited to, copyrighting material, threatening or obscene material, or material protected by trade secret.
- (c) Use for commercial activities is generally not acceptable. Use for product advertisement or political lobbying is also prohibited.

#### **2. Privilege**

The use of Internet is a privilege, not a right. Inappropriate use, including any violation of these conditions and rules, may result in cancellation of the privilege. The Kings County Office of Education, under this agreement, is delegated the authority to determine appropriate use and may deny, revoke, suspend or close any user account, at any time, based upon its determination of inappropriate use by account holder or user.

#### **3. Monitoring**

The Kings County Office of Education and the District reserve the right to review any material on user accounts, and to monitor fileserver space in order for the Kings County Office of Education to make determinations on whether specific uses of the network are inappropriate. In reviewing and monitoring user accounts and file server space, the Kings County Office of Education and the District shall respect the Privacy of user accounts.

#### **4. Network Etiquette**

All users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- (a) Be polite. Do not get abusive in your messages to others.
- (b) Use appropriate language. Do not use profanities, vulgarities or any other inappropriate language. Do not engage in activities that are prohibited under state or federal law.
- (c) Do not reveal your personal address or phone numbers of students or colleagues.
- (d) Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all email. Messages relating to or in support of illegal activities may be reported to the authorities and may result in the loss of user privileges.
- (e) Do not use the network in such a way that you would disrupt the use of the network by other users.
- (f) All communications and information accessible via the network should be assumed to be private property.

#### **5. No Warranties**

The Kings County Office of Education and the District make no warranties of any kind, whether express or implied, for the service it is providing. The Kings County Office of Education and the District will not be responsible for any damages a user suffers. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by the Kings County Office of Education or the District's negligence or by the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The Kings County Office of Education and the District specifically deny any responsibility for the accuracy or quality of information obtained through its services. All users need to consider the source of any information they obtain, and consider how valid that information may be.

#### **6. Security**

- (a) Security on any computer system is a high priority, especially when the system involves many users. Users must never allow others to use their password. Users should also protect their password to ensure system security and their own privilege and ability to continue to use the system.
- (b) If you feel you can identify a security problem on the Internet, you must notify a system administrator. Do not demonstrate the problem to other users.
- (c) Do not use another individual's account without express written permission of the account holder.
- (d) Attempts to log on to the Internet as a system administrator may result in cancellation of user privileges.
- (e) Kings County Office of Education or the District may deny Internet access to any user identified as a security risk, for having a history of problems with other computer systems.

#### **7. Vandalism and Harassment**

- (a) Vandalism and harassment will result in cancellation of user privileges.
- (b) Vandalism is defined as any malicious attempt to harm, modify, and destroy data of another user, the Internet or other networks that are connected to the Internet backbone. This includes, but is not limited to, the uploading or creating of computer viruses.
- (c) Harassment is defined as the persistent annoyance of another user, or the interference of another user's work. Harassment includes, but is not limited to, the sending of unwanted email.

#### **8. Procedures for Use**

- (a) Student users must always get permission from their instructors before using the network or accessing any specific file or application. **FOLLOW WRITTEN AND ORAL CLASSROOM INSTRUCTIONS.**
- (b) Student users must sign-in legibly on the appropriate log or register in the classroom each time they use the network.
- (c) All users have the same right to use the equipment. Therefore, users shall not play games or use the computer resources for other non-academic activities when other users require the system for academic purposes. In addition, users shall not waste nor take supplies, such as paper, printer ribbons, diskettes, or cd's that are provided by the District. All users agree to talk softly and work in ways that will not disturb other users.

#### **9. Encounter of Controversial Material**

Users may encounter material that is controversial and which users, parents, teachers or administrator may consider inappropriate or offensive. However, on a global network it is impossible to control effectively the content of data and an industrious user may discover controversial material. It is the user's responsibility not to initiate access to such material. Any decision by Kings County Office of Education to restrict access to Internet material shall not be deemed to impose any duty on Kings County Office of Education to regulate the content of material on the Internet.

#### **PENALTIES FOR IMPROPER USE:**

1. Any user violating these rules, applicable state and federal laws or posted classroom and district rules are subject to loss of network privileges and any other District Disciplinary options.
2. In addition, pursuant to State of California law, any unauthorized access, attempted access, or use of any state computing and/or network system is a violation of section 502 of the California Penal Code and/or other applicable federal laws, and is subject to criminal prosecution.