

Waterloo Central School District Statement of Computer/Internet Use Policy

Since we live in a community of computer users we have simple rules which make it easier for all of us to get along with each other in sharing our computers. You must agree to abide by these rules or you may not use computers at Waterloo Central School District. **Violation of these rules will cause you to lose access to computers and/or face disciplinary or legal action at Waterloo Central School District.**

COMPUTER USE IS A PRIVILEGE, NOT A RIGHT.

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

Rules for Acceptable Computer Use

1. 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.
2. You may not authorize anyone else to use your name or files for any reason. You are responsible for all uses of your accounts.
3. 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 learning purposes
4. You may not attempt to discover another user's password, either locally or at a remote location. You must protect your own password.
5. You may not copy, change, or transfer any software on Waterloo Central School District computers. The use of illegally copied software is considered a criminal offense and is subject to criminal prosecution.
6. 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,
7. or software. Such software is often called a virus, bug, worm, Trojan Horse, or some similar name.
8. You must have all disks used outside of Waterloo Central School District checked by a network administrator for viruses before using them on a Waterloo Central School District computer. Be aware that every time you use a disk outside of Waterloo Central School District it must be checked again.

9. You may not deliberately use the computer to annoy others, nor may you send or make accessible any obscene, abusive, or threatening messages.
10. 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.
11. You may not vandalize terminals, microcomputers, printers or other associated equipment.
12. Waterloo Central School District has the right to review and edit any materials in your files.
13. Waterloo Central School District cannot be held liable for any lost, damaged, or unavailable information due to technical or other difficulties.

Internet Use Agreement

What is the Internet?

Internet access is now available to students and teachers in the Waterloo Central School District. The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. The Internet is a dynamic medium. New computer networks and materials become available every day. Students and teachers have access to:

- * libraries and museums from around the globe
- * educational, commercial, and government databases
- * personal interaction with individuals, teachers, students, authors, and experts in many fields
- * college and university information
- * up-to-the-minute news releases from wire services, television, radio, and newspaper networks
- * software libraries and graphics files of all kinds
- * discussion groups and much, much more

Responsibility of Internet Users

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the

school setting. However, on a global network it is impossible to control all materials and an industrious user may be able to discover controversial information. This is not endorsed by Waterloo Central School District.

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 teachers) 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 Waterloo Central School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

Internet Terms and Conditions

Privileges: The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges and/or result in disciplinary or legal action. The system administrators will deem what is inappropriate use and their decision is final. The system administrators may close an account at any time as required. The administration, faculty, and staff of Waterloo Central School District may request the system administrator to deny, revoke, or suspend specific user accounts.

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

Acceptable Use:

1. Use of accounts must support educational objectives of the Waterloo Central School District.
2. Use of another organization's network or computing resources must comply with the rules of that network.

3. 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.
4. Use for commercial activities is generally not acceptable. Use for product advertisement or political lobbying is also prohibited.
5. Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
6. All communications and information accessible via the Internet should be assumed to be private property and subject to copyright.

Network Etiquette:

1. Be polite. Do not be abusive in your messages to others.
2. Use appropriate language. Do not swear; use vulgarities, or any other inappropriate language. Illegal activities are strictly forbidden.
3. Do not reveal your personal address, phone number, password, or parents' addresses, work places, or phone numbers.
4. Do not use the network in such a way that you would disrupt the use of the network by other users.

Vandalism: Vandalism will result in cancellation of privileges and possibly disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, or the Internet. This includes but is not limited to the uploading or creation of computer viruses.

Security: If you feel you can identify a security problem on the Internet, you must notify a 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.

Clarification:

System Administrator/Network Administrator is defined as any Waterloo Central School District Facility or Staff with control of Network options or activities.

Bibliography:

Waterloo Central School District wishes to acknowledge the following sources as contributors to our Statement of Computer/Internet Use Policy design:

- Summer Institute for the Gifted Students/George School
- "Acceptable Use Policy" by Carol Sperber, *Enhance Magazine*, Fall 1995
- Phelps-Clifton Springs Central Schools - Student Use Policy for Internet Access