

CODE: **COMPUTER AND
INTERNET
ACCEPTABLE USE
POLICY**

Category: **INSTRUCTION** **Adopted:** **6/7/05**

File No.: **IJNDB** **Revised:**

PURPOSE

The purpose of this document is to set forth policies and guidelines for access to the Southwick-Tolland-Granville Regional School District's computer system and acceptable use of the Internet for all users.

EDUCATIONAL PURPOSE

The STGRSD is providing access to the district's computer system for educational purposes. Users are expected to use the district's system to further educational and personal goals consistent with the mission of the Southwick-Tolland-Granville Regional School District. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited purpose network.

GUIDELINES

In addition to state and federal law, individual school and classroom rules govern the use of the district's technology. The most important condition for each user to understand is that he or she must take responsibility for his or her own actions.

Electronic mail transmissions and all other use of electronic resources shall not be considered confidential and may be monitored at any time to ensure appropriate use for instructional and administrative purposes.

A user who violates district policy or administrative procedures will be subject to suspension or termination of system/network privileges and will be subject to appropriate disciplinary action and/or prosecution.

The Southwick-Tolland-Granville Regional School District takes no responsibility for any information or materials that are transferred through the Internet and reserves the right to change this policy as needed.

The following guidelines for users of technology within the district are intended to clarify general ethical canons.

- Do not do anything to damage the district's computer system.
- Do not share your personal account information.
- Do not trespass into anyone else's account.
- Access the Internet only when authorized.
- Do not use the computers to knowingly or recklessly post false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks. Promptly report any message that you receive which seems inappropriate or that makes you feel uncomfortable.
- Never use profane, obscene, abusive, discriminatory language and/or material in communications.
- Refrain from revealing personal information.
- Do not download software and attachments without authorization.
- Do not use the computers for commercial purposes.
- Do not use instant messaging, network broadcasting or chat rooms unless authorized to do so.
- Do not access sites that are inappropriate to the educational setting or disruptive to the educational process. (obscene, pornographic, hateful, violent, etc.)
- Do not use the computers to violate copyright laws or usage licensing agreements