



Altmar-Parish-Williamstown Central School District

District Office



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www.apwschools.org

APW CSD ACCEPTABLE USE AGREEMENT

Computer Privileges and Internet Use

The use of computers and access to the Altmar-Parish-Williamstown Central School District (APW CSD) network/internet is a privilege, not a right. Unacceptable use may result in cancellation of the privilege for any user, whether that user is a student, staff member, community member, vendor, or guest.

I. **Terms and Conditions of Use:**

The use of the network/internet is for the purpose of education, communication, or research and must be consistent with the educational objectives of the district as set forth in written board policy. This agreement establishes general guidelines for the acceptable use of the District Computer System (DCS) and gives notice to students and parents/guardians that student use of the DCS will provide student access to external computer networks not controlled by the district. Thus, content or materials on these external networks may be deemed unsuitable for student use by parents/guardians.

Users will not:

- a. disclose their passwords to others or use the passwords of others.
- b. intentionally seek information, obtain copies of, or modify files belonging to other users or misrepresent other users on the network.
- c. attempt to obtain unauthorized access to any account or network security level other than those specifically provided for their use.
- d. install software of any type on any computer without permission from the Director of Instructional Technology or network support personnel.
- e. damage, disable, or otherwise interfere with the operation of computers, computer systems, software, or related equipment through physical action or by electronic means.
- f. use the APW CSD network to obtain, download, send, print, display or otherwise gain access to or transmit materials that are unlawful, obscene, pornographic or abusive.
- g. install, upload, or download materials that infringe on the rights of others, including but not limited to, software programs, music, designs, and all kinds of literary and artistic works, nor will they use software not provided by the APW CSD.
- h. use the network for commercial or private business.
- i. use the network for product advertisement or political lobbying.
- j. attempt to access web sites blocked by our filtering system.
- k. attempt to use proxy sites to gain access to filtered sites.
- l. use the network to develop malicious programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computer system is prohibited.
- m. use software that has the potential to damage the integrity and/or security of the network on any computers, nor store such software in student accessible platforms or servers.
- n. access instant messaging and social media sites for personal use.
- o. utilize school approved email for personal use.
- p. make student documents, files, and folders visible to or shared with other students without the express permission of the student. However, teachers and administrators shall have access to student documents, files, and folders. Materials relating to or in support of illegal activities shall be reported to the appropriate authorities.

Furthermore:

- q. No user has an expectation of privacy with respect to documents, files, or folders stored on the district's computer network system or in cloud systems under the district's purview.
- r. When a student user feels that they can identify a security problem on the network, they must notify a teacher. Teachers or staff members must immediately notify the Director of Instructional Technology.
- s. From time to time, the School's District Technology Committee will make determinations on whether specific uses of the network are consistent with the Acceptable Use Policy.
- t. The Children's Online Privacy Protection Act (COPPA) protects the online privacy of children under the age of 13 and requires web-based service providers to obtain parental consent prior to the collection, use, and disclosure of that child's personal information. Due to COPPA's requirements, schools must obtain parental consent to allow their child under the age of 13 to access and use those accounts. By signing below, you agree to give your consent.
- u. APW CSD reserves the right to remove a user account on the network to prevent further unauthorized activity.
- v. APW CSD makes no warranties of any kind, whether expressed or implied, for the service it is providing. The School District will not be responsible for any damages incurred, including loss of data (resulting from delays, non-deliveries, mis-deliveries) or service interruptions caused by negligence, errors, or omissions. The School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.
- w. Despite the existence of District policy, regulations, guidelines, and safeguards in place, it is virtually impossible to completely prevent access to content or material that may be considered inappropriate for students. Students may have the ability to access such content or material from their home, other locations off school premises and/or with a student's own personal technology on school grounds or at school functions / events. Parents and guardians must be willing to establish boundaries and standards for the appropriate and acceptable use of technology and communicate these boundaries and standards to their children.

II. Due Process

Students who have violated the AUP will lose network access pursuant to rule "u" above. Additional disciplinary actions as outlined in the school Code of Conduct may result from AUP violations.

Due to the serious impact that may result from AUP violations, disciplinary actions may include criminal prosecution.

I have reviewed the APW CSD Acceptable Use Agreement and agree to abide by the terms:

Student Name (Printed) _____ Student Grade: _____

Parent/Guardian Name (Printed): _____ Date: _____

Signature of Parent/Guardian: _____

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