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PRESTON PUBLIC SCHOOLS

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Acceptable Use/Safety Policy

The purpose of the Preston Public Schools computer network is to advance and promote teaching and learning and to provide access to a wide variety of educational resources. Preston Public Schools (aka - the District) is committed to providing a robust information technology environment to support its students and faculty in the pursuit of their academic and instructional objectives. All those who use the information technology resources must comply with the written policies covering their use as well as the spirit and intent of those policies.

Through the Internet, it is possible to access material which may contain illegal, defamatory, inaccurate, pornographic, and/or offensive content. Due to the nature of the Internet, the District cannot guarantee that students and employees will not access such material. However, the District is committed to enforcing a policy of Internet safety, teaching appropriate online behavior, and monitoring the Internet activities of its students and employees.

The District makes no warranties of any kind, either express or implied, regarding the Internet access being provided. The District shall not be responsible for any damages users suffer, including but not limited to loss of data resulting from delays or interruptions in service. Nor shall the District be liable for the accuracy, nature, or quality of information stored on District's computer equipment or of information gathered through Internet access provided by the District. However, the Administration shall develop, implement, and maintain regulations and forms to restrict the use of the District's computers and Internet access to legitimate and acceptable purposes and to regulate students' and employees' privilege of access and use. *It is all staff members' responsibility to educate students about appropriate online behavior, including interactions with other individuals on social networking sites/chat rooms, and cyber bullying awareness and response.*

1) Acceptable Use - Preston Public Schools information technology may be used for educational purposes ONLY. All other uses are prohibited. All use must be in support of education and research and consistent with the educational objectives of the District.

2) Privileges - The use of school computers is a privilege, not a right, and inappropriate use will result in a cancellation of that privilege. The system administrators, with school administrators, will deem what is inappropriate use based on this policy. The administration, faculty, and staff may request the system administrator to deny, revoke, or suspend specific user accounts/access for misuse of said access.

3) Computing and Network Rules
- Be polite. Use appropriate language. Do not view, send, or display offensive messages or pictures. Email is not guaranteed to be private. System administrators do have access to all domain owned email.
- Do not disrupt the network. Do not use a computer to harm other people or their work. Do not alter or attempt to bypass any computer or network security settings. Do not damage the computer or the network in any way.
- Maintain privacy. Do not share your account or password, nor use the password or account of another person. Do not reveal the address or phone number of yourself or other persons.
- Respect copyrights. This includes the copying and/or downloading of commercial software or other material (e.g. music) in violation of federal copyright laws.
- Do not access material that is profane, vulgar, or obscene (pornography), that advocates or condones the commission of unlawful acts (illegal), or that advocates or condones violence or discrimination towards other people (hate literature).
- Do notify an adult immediately, if by accident, you encounter materials that violate the rules of appropriate use or if you have knowledge of another person violating these rules.

4) Privacy - All users of the District computer systems should be aware that information accessed, created, sent, received, or stored on the network and/or on all computers is not private. Network system administrators may review files to maintain system integrity and to insure responsible use.

5) Filtering of Internet Content - Preston School uses network software to filter or block obscene material, pornographic material, and other material that is harmful to minors, as required by the Children's Internet Protection Act (CIPA). Efforts to circumvent or tamper with the effectiveness of the filtering system are prohibited and may lead to disciplinary consequences.

6) Vandalism - Vandalism will result in cancellation of privileges and could result in financial responsibility for any damages. Vandalism in terms of computers has many definitions. Vandalism is considered to include the following: altering the desktop or system folder of the workstation computer, attempts to bypass district security of same, attempts to discover or use the passwords of other users, attempts to disable the accounts of others, any physical damage to the equipment of the District, and any attempt to harm or destroy data of another user on your network or over the Internet, and this includes, but is not limited to the uploading or creation of computer viruses.

7) Consequences - Violations of any aspect of the Acceptable Use policy may result in loss of access. Additional disciplinary action may be determined at the building level in keeping with existing rules of behavior and consequences as set forth at that school. When applicable, legal authorities may be contacted.