



DOSS CONSOLIDATED COMMON SCHOOL DISTRICT

ACCEPTABLE USE GUIDELINES FOR ELECTRONIC COMMUNICATION SYSTEMS 2021-2022 STUDENT ACKNOWLEDGEMENT

Availability of Access

Access to the District's electronic communications network, including the Internet, shall be made available to users primarily for instructional and administrative purposes and in accordance with administrative regulations. Limited personal use of the network shall be permitted if the use imposes no tangible cost on the District, does not unduly burden the District's computer or network resources and has no adverse effect on an employee's job performance or on a student's academic performance.

All users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the network and shall agree in writing to comply with such regulations and guidelines. Noncompliance with applicable regulations will result in disciplinary action consistent with District policies and regulations. Violations of law may result in criminal prosecutions as well as disciplinary action by the District.

Monitor and Use

Electronic mail transmission and other use of the electronic communication network by users shall not be considered confidential and may be monitored at any time by designated staff to ensure appropriate use.

Disclaimer of Liability

The District shall not be liable for the users' inappropriate use of the District's electronic communication resources, violations of copyright restrictions, users' mistakes or negligence or costs incurred by users. The District shall not be responsible for ensuring the accuracy of usability of any information found on the Internet.

Training

Training for all users in the proper use of the network will be provided and required. Users will be provided copies of the District's Acceptable Use Guidelines. Training in the District's network will emphasize the ethical use of the network's resources.

Copyright

Users of the network are required to comply with all copyright laws. Copyrighted software or data may not be placed on any system connected to the District's network without permission from the holder of the copyright. Specific authorization is required to upload copyrighted material to the network. Prior authorization from the system administrator must be granted before any downloads are made or software of any kind is installed.

Network Access

Level of access to the network is determined at the time the account is established according to the status of the user (i.e., student, teacher, etc.).

Any network user identified as having violated District system acceptable use guidelines will be subject to disciplinary action consistent with District policies and regulations.

Individual User Responsibilities

The following standards will apply to all users of the District's electronic information/communication network:

1. The account belongs to the person to whom it is issued and only that person is authorized to use it.
2. Accounts are provided through the Doss CCSD and are to be used in support of the District's educational goals and in a manner consistent with the policies and procedures of the Doss CCSD.
3. In order to ensure smooth system operations, the system administrator has the authority to monitor all accounts.
4. Different access and service levels for different groups or users will be given. Doss CCSD reserves the right to block access to certain Internet sites.
5. Users are legally and ethically responsible for protecting and preserving the Doss CCSD's proprietary rights. This means that no messages disclosing sensitive, confidential, restricted, non-public or proprietary information can be transmitted over the online system.
6. Doss CCSD reserves the right to withdraw account privileges at any time for any reason or no reason at all.

Users who violate these standards may be subject to disciplinary action in accordance with District policy and/or legal requirements.

Vandalism Prohibited

Any malicious attempt to harm or destroy District equipment or materials, data of another user of the District's network, or any of the agencies or other networks that are connected to the Internet is prohibited. Deliberate attempts to compromise, degrade, or disrupt system performance may be viewed as violations of the District's policies and administrative regulations and, possible, as criminal activity under applicable state and federal laws. This includes, but is not limited to, the uploading or creating of computer viruses.

Forgery Prohibited

Forgery or attempted forgery of electronic mail messages is prohibited. Attempts to read, delete, copy, or modify the electronic mail of another network user or deliberate interference with the ability of other network users to send/receive electronic mail is prohibited.

The District will co-operate fully with local, state, or federal officials in any investigation concerning or relating or misuse of the District's electronic communication network.

**TO BE COMPLETED BY THE STUDENT'S PARENT:
2021-2022 SCHOOL YEAR**

As the parent or guardian of the below student,

- I have read the Acceptable Use Guidelines.
- I understand that this access is provided for educational purposes.
- I recognize that it is impossible for Doss CCSD to restrict access to all controversial materials and I will not hold the District responsible for materials accessed on the network.
- I hereby give permission for my child to use the District's network in a classroom setting.

Student's Name (Please Print): _____

Parent or Guardian's Name (Please Print): _____

Parent or Guardian's Signature: _____

Date: _____

Please complete and return this page to your student's teacher.