

**Use of Computer Technology Agreement**  
2009-2010  
**Black River High School and Middle School**  
5-2-08 Rev 1.9

Federal law and school policy require users understand, abide by and sign a use of computer technology agreement.

Users are responsible for appropriate behavior on school computer networks, just as they are responsible for appropriate conduct on school grounds. Communications on the network are often public in nature. General school rules for behavior and communications apply as outlined in the School Handbooks. The network is provided for users to conduct research and communicate with others. Access to network services is given to users who agree to act in a considerate and responsible manner. Parent permission is required for minors. **Access is a privilege - not a right.** Access necessitates responsibility. Administrators have the right and responsibility to review files and communications to maintain system integrity and to ensure that users are using the system responsibly.

The following are some examples (but not limited to) of inappropriate use of the system:

1. Trespassing in other's folders, work or files.
2. Using other's logon information to gain computer/device access.
3. Accessing online gaming sites, personals/dating sites, hacking sites, etc.
4. Providing others with your password.
5. Violating city, state, federal or copyright laws.
6. Damaging computers, computer systems, or computer networks.
7. Intentionally wasting limited resources.
8. Employing the network for commercial purposes.
9. Writing or sending messages that are hateful, inappropriate, or contain sexual implications, slander, racial slurs, gender slurs or insults, or any other comments that treats someone's age, sexual orientation, religion, or political beliefs, national origin, or disability in an offensive manner.
10. Sending and/or displaying messages or pictures that are hateful, inappropriate or lascivious..
11. Using obscene language or profanity.
12. Harassing, insulting, or attacking others.
13. Promoting violence.
14. Engaging in racial, gender, or other slurs.
15. Remotely accessing computers or other devices within or outside the school's network.
16. Receiving or transmitting information pertaining to dangerous devices such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices.
17. Transmitting areas considered inappropriate without written parental consent.
18. Accessing areas considered inappropriate without written parental consent.
19. Using the internet/computers for non-school related purposes.
20. Flagrant use of computers, materials and time.

The following policies are in effect for users of the computers maintained by the Union 39 High School or Ludlow Elementary school:

- Users will not install or run any additional executable programs or files on any computer, or from any personal storage device without the express written permission of the Computer Technician. This includes freeware programs, shareware programs, and any other program or plug-in that adds or removes any type of functionality to any program which includes, but is not limited to the operating system, browsers, downloads, networking, new software or any other software. This includes installing programs into their own directory or another user's folder or school computer system. This policy is not in effect for files that are used for course data offered at the school.
- Users will not install or remove any type of hardware into any computer system or peripheral of, without the express written permission of the Computer Technician, unless the installation is in regards to specific computer courses offered by the school which that user is taking and is done under the direction of the teacher. This permission does not extend to the functional or sometimes not functional workstations that are used by users in the classroom for instructional purposes. Nor does it extend to personal storage devices (floppies, USB drives, etc.) that are used to store school curriculum data specific to courses they are presently taking.
- Users will not alter the appearance or functionality of any program without express written permission by the Computer Technician.

- Users will not script any code into any program or web page that is useless, malicious, or offensive.
- Users must be logged in under their own login name when using any computer system in the school.
- Users will not share log on information with other users.
- Users will not attempt to use any means to bypass the content filter system which blocks access to inappropriate web content.
- Users will not try to access any wireless access point or hardwired network node/switch with their own personal computer (desktop, laptop, palm, etc) without express written permission from the schools Computer Technician and the school's administration.
- Users will not use any program [on the school's computer(s) or web based] to offend another user or faculty member. This includes but is not limited to profanity, inappropriate pictures or comment, racial slurs, or other content deemed offensive by the schools administration.

Failure to comply with these policies will result in loss of computer privileges, and/or other action(s) taken by the administration.

**It is advised that users do the following:**

1. Copy their program/school files, which are located on the servers in their own directory, to a personal storage device or media for backup purposes once a week or more. In the event of data loss on the server, the faculty is not responsible for any consequential or inconsequential data loss at any time.
2. Change their Domain login password periodically (approximately every 90 days or more frequently) to insure its secrecy and your account security.

If you have any questions regarding such policies or fail to understand these policies, please contact the Computer Technician through the Guidance Office.

**To Be Completed by User and Parent/Guardian (when applicable):**

Please enter user's full name: \_\_\_\_\_

Year Student scheduled to graduate: \_\_\_\_\_

I understand that computer use at Black River High School and Middle School is intended for "educational purposes only." I realize the Internet contains material that is inappropriate for school purposes and content filtering is not perfect which may result in inappropriate material being viewed by any user. I support the school's filtering of this material, and agree that if I/my child knowingly accesses such material, my/my child's privilege of using the Internet will be suspended, as determined by Administration. I/my child will avoid inappropriate use as outlined above to include intentionally accessing hateful, obscene, violent and/or pornographic material and/or sites, and other use that is contrary to the instructions of the classroom teacher.

I understand that the Administration reserves the right to change or amend these policies at any time, and that it's the responsibility of the user/parent/guardian to obtain and review the most recent version which is available on the school's website or at the schools office.

**I also understand that loss of computer privileges may result in failure of some school courses/classes due to the necessity of the use of computers and/or technology within these courses/classes.**

I acknowledge that I have read this contract and agree that my Internet use will be appropriate and responsible.

\_\_\_\_\_  
**User Signature**

\_\_\_\_\_  
**Date**

I have reviewed the information herein with my child and give my permission for my child to participate in the use of the Internet at the Black River Middle/High School.

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**