

InstructionComputer**Student Acceptable Use Policy
For use of Technology and Related Devices**

The Holdrege Public Schools (HPS) has access to and use of the Internet and other technologies as part of the instructional process. This policy promotes the ethical, legal, and educational related use of HPS technology. Students and parents/guardians must sign an Acceptable Use Policy (AUP) before access to the Internet and other technologies will be provided. However, educators may use the Internet and other technologies during class instruction without parental consent. Teachers, library media specialist, and other educators are expected to select appropriate instructional materials and recommend research sources in print or electronic media. Access to the Internet, e-mail and other technologies is a privilege, not a right. Student violations of the AUP may result in the termination of privileges and/or appropriate disciplinary measures and/or liability for any and all damages for replacement of hardware, software, and information.

Technology resources include, without limitation, computers and related technology equipment, all forms of E-mail or electronic communication, and the Internet. The implementation of this Policy shall include technology protection measures with respect to computers with Internet access, consistent with District standards, the Children's Internet Protection Act and other applicable law.

All information stored or sent on school technologies is school property and should not be considered confidential. School personnel may access it at any time. HPS will be held blameless for any losses or damages that occur out of violations of the AUP. School personnel have the flexibility to decide what Internet materials are offensive on the basis of students' age and other appropriate standards. The HPS reserves the right to restrict network storage and network bandwidth.

Technology Regulations

- Students may not share passwords with anyone nor offer Internet or network access to any individual via any HPS account.
- Students may not create, access, transmit or display racist, sexist, defamatory, illegal, indecent, vulgar, pornographic, obscene, threatening, or sexually explicit materials.
- Students may not create, access, transmit or display any documents that are abusive, harassing, anonymous, or contain inappropriate or offensive language.
- Students may not access, transmit, download computer viruses or other harmful files or programs, or in any way degrade or disrupt any HPS technology system.
- Students may not attempt to harm, alter, or destroy any hardware, software or data belonging to the school or another individual.
- Students may not store, download, transmit or install software/programs using HPS resources.
- Students may not store, download, or transmit files not intended for educational purposes. This includes, but is not limited to: music, video, and graphics files.
- Students may not connect or attach any unauthorized technology devices to HPS technology devices.
- Students may not gain or attempt to gain unauthorized access to computers, computer networks, or computer files. This includes evading or attempting to evade software (i.e. Internet filtering programs) designed to prevent or monitor inappropriate access to the Internet.
- Students should only use copyrighted materials in accordance with educational fair use policies.

- Students may not use HPS technologies to plagiarize.
- Students may not use instant messaging, chat rooms or other interactive methods of communications unless teacher directed.
- Students are prohibited from using HPS resources to access Internet email accounts through third party providers. Only teacher directed e-mail can be used.
- Students may not access, copy or transmit another user's messages or data without permission.
- Students should not reveal any personal information or that of other students unless a teacher has coordinated the communication.
- Students may not use HPS technologies for non-educational uses including, but not limited to games, gambling, wagering, junk mail, chain letters, jokes, commercial or private business activities.
- Students should notify a network administrator or a teacher of any violations of this contract taking place by other users or outside parties. This may be done anonymously.

The Holdrege Public Schools makes no warranties of any kind, neither expressed nor implied, for the Internet access it is providing. HPS will not be responsible for any damages users suffer, including—but not limited to—loss of data resulting from delays or interruptions in service. HPS will not be responsible for the accuracy, nature, or quality of information stored on HPS diskettes, hard drives, or servers; nor for the accuracy, nature, or quality of information gathered through Holdrege Public Schools-provided Internet access. HPS will not be responsible for personal property used to access HPS computers or networks or for HPS-provided Internet access. HPS will not be responsible for unauthorized financial obligations resulting from HPS-provided access to the Internet.

Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. In addition, it is possible to purchase certain goods and services via the Internet, which could result in unwanted financial obligations for which a student's parent or guardian would be liable.

Communication Devices

Students shall not use communication devices for purposes of transmitting or receiving messages (INCLUDING TEXT MESSAGING and picture phones) in Holdrege Public Schools.

- Devices must be turned off upon entering the school building and remain off during the school day. High School students may use their devices during lunch.
- All devices must be stored in a secure place.
- Use of communication devices is banned at all times during the school day and any assigned detention, including but not limited to noon detention, Saturday School, Quiet Room, etc.
- Any use of picture phones to transmit personal images or school course evaluation materials will be dealt with as a serious breach of security and disciplined accordingly.
- Any violations of these usage policies will result in confiscation. If the device has been confiscated, a parent/guardian will need to come to school to pick the device up from the office. Chronic non-compliance shall result in PERMANENT loss of privileges.
- The school district accepts no responsibility for use, breakage, theft or loss of these personal items.

Student User Contract

Directions: After reading the Student Acceptable Use Policy, please read and fill out the appropriate portions of the following contract completely and legibly. The signature of a parent or guardian is required for direct Internet access for all students. This form will be retained on file for duration of applicable computer/network/Internet use. Please return the signed and dated contract to the school office.

Student:

I have received a copy of, and have read the “Student Acceptable Use Policy for use of Technology and Related Devices” adopted by the Holdrege Public Schools District, and I understand and will abide by those district guidelines and conditions for the use of the facilities of Holdrege Public Schools and access to the Internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold the Holdrege Public Schools nor any of its employees nor any of the institutions for networks providing access to Holdrege Public Schools responsible for the performance of the system or the content of any material accesses through it.

Student Name (please print): _____

Student Signature: _____ **Date:** ____/____/____

Parent or Guardian:

I have received a copy of, and have read the “Student Acceptable Use Policy for use of Technology and Related Devices” adopted by the Holdrege Public Schools District. As parent or guardian of the student named below, I grant permission for my student to access networked computer services such as e-mail and the Internet. I understand that this free access is designed for educational purposes. I also understand that individuals may be held liable for violations of those Terms and Conditions. However, I also recognize that it is impossible to restrict access to all controversial materials and I will not hold Holdrege Public Schools responsible for materials acquired or sent via the network.

I agree not to hold the Holdrege Public Schools nor any of its employees nor any of the institutions for networks providing access to Holdrege Public Schools responsible for the performance of the system or the content of any material accesses through it.

Parent or Guardian (please print): _____

Signature: _____ **Date:** ____/____/____

Daytime phone: _____ Evening phone: _____

Adopted 6/11/01
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