

**STUDENT ACCEPTABLE USE POLICY**

The San Dieguito Union High School District provides electronic information services to students and teachers who agree to use these resources in compliance with district rules. SDUHSD strongly believes in the educational value of such electronic resources and recognizes their potential to support our curriculum and student learning. The District's goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation and communication. The District will make every effort to protect students and teachers from any misuses or abuses as a result of their experiences with an information service. All users must be continuously on guard to avoid inappropriate and illegal interaction with the information service.

Please read this contract carefully. When this document is signed it becomes a legally binding contract. The District requires your signature and that of your parent/guardian before the District can provide you with an access account.

Listed below are the provisions of this contract. If any user violates these provisions, access to the technology classes or technology resources may be denied and may be subject to disciplinary action, arrest, criminal prosecution, or civil litigation.

1. Personal Responsibility - I will only use the electronic media for accessing material related to my classes or course work. I accept personal responsibility for reporting any misuse of the network to the system administrator. Misuse is defined as, but not limited to, involvement with pornography, illegal solicitation, racism, sexism, obscenity, materials which promote illegal behavior, criminal conduct, or which otherwise violates this Acceptable Use Policy, school rules, or policies of the Board of Trustees.
2. Acceptable Use - The use of my assigned account must be in support of educational research and with the educational goals and objectives of SDUHSD as stated in Board Policy 6163.1. I am personally responsible for this provision at all times when using the District's electronic information service.
  - a) The sending or receiving of any materials in violation of applicable law is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, materials that promote illegal behavior, or material protected as a trade secret.
  - b) Use for commercial activities by for-profit institutions is not acceptable.
3. Privileges - The use of SDUHSD computers/networks is a privilege, not a right, and inappropriate use will result in a cancellation of the privilege. The administration, staff or

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faculty of SDUHSD may request that the system administrator deny, revoke or suspend a specific user account.

4. Network Etiquette and Privacy - Computer files and communications over district-owned electronic networks, including e-mail, voice mail and Internet access, are subject to monitoring and review without prior notice. No student should consider information stored or transmitted on these systems to be private. You are expected to abide by the generally accepted rules of network etiquette. These rules include, but are not limited to the following:
  - a) Be polite
  - b) Use appropriate language
  - c) Never reveal your (or anyone else's) home address, personal phone number, or other personal information to fellow students, school personnel, or individuals or companies on the Internet. Only utilize electronic mail and other forms of direct electronic communications under the direct supervision of school personnel
  - d) E-mail or any other information sent using district-owned computer or network resources is not guaranteed to be private and are subject to monitoring or review by school officials without notice. This includes, but is not limited to, information sent from personally-owned devices through a wireless connection to an SDUHSD network
  - e) Do not use the network in any way, which would disrupt service by the network to others.
5. Services - SDUHSD makes no warranties of any kind, whether expressed or implied, for the service it is providing. SDUHSD will not be responsible for any damages suffered while on the system. These damages include loss of data as a result of delays, non-deliveries, misdeliveries or service interruptions caused by the system or your errors or omissions. Use of any information obtained via the information system is at your own risk. SDUHSD specifically disclaims any responsibility for the accuracy of information obtained through its services.
6. Security - Security on any computer system is a high priority. If you identify a security problem, notify a teacher or administrator at once.
  - a) Never demonstrate the problem to other users.
  - b) Never use another individual's account. All use of the system must be under your own account.
  - c) Users shall not bypass filters or firewalls, use proxy servers, gain access to sites or networks without authorization, or otherwise attempt to defeat network security protocols.
  - d) Users may not physically attach personally-owned devices to an SDUHSD network, except media storage devices such as

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flash drives, CD-ROMs, or floppy discs for the purposes of storing and retrieving legitimate course work.

- e) Users may not load any software or executable programs on any SDUHSD computer/network.

Any user identified as a security risk will be denied access to the information system.

- 7. Vandalism - Vandalism is defined as any malicious attempt to access, harm, alter, destroy, or deny access to a computer system, network, program, or data of another legitimate user or any other agencies or networks that are connected to the system. This includes, but is not limited to, the uploading or creation of computer viruses, or accessing systems without authorization,. Any vandalism may result in the loss of computer services, disciplinary action, and/or legal referral.
- 8. Consequences - Violation of this policy or any applicable policy of the Board of Trustees or school rules will result in appropriate disciplinary action, up to and including suspension, involuntary transfer to another school, or expulsion. You and your parents may also be liable for any damages caused to District systems or costs to restore data. Inappropriate use of District computer resources may also result in civil litigation, arrest and criminal prosecution.

The following acts are some examples of state and federal crimes:

- a) Hacking (attempting to bypass the security of a protected system)
- b) Intentionally introducing harmful viruses, Trojans, worms, or other malicious applications on a network or computer
- c) Stealing or deleting information stored on a network or computer
- d) Falsifying official records (grades, attendance, transcripts)
- e) Intercepting confidential communications sent over a network
- f) Denial of service attacks

The District will refer all suspected criminal activity to local and federal authorities for investigation and prosecution.

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## STUDENT

### ACCEPTABLE USE CONTRACT

I understand and will abide by the provisions and conditions of this contract. I understand that any violations of the above provisions will result in appropriate disciplinary action, such as:

1. LEVEL ONE: Misuse of District equipment, inappropriate internet use, downloading/sharing/copying inappropriate material, such as music, pornography, or offensive material, or sending inappropriate e-mail may result in loss of privileges, parent conferences, detention, or suspension.
2. LEVEL TWO: Repeat offenders, or Violation of privacy of others, creating websites that are offensive, bullying, threatening, drug or sexually related, or are otherwise disruptive to the learning environment, stealing passwords, introducing harmful applications onto the network, cheating, or other forms of network abuse may result in criminal prosecution, civil litigation, suspension, involuntary transfer to another school, or recommendation for expulsion.
3. LEVEL THREE - Major Violation: Any unauthorized attempt or action to enter into a teacher's computer, the district's data information center for any reason, including but not limited to, changing grades, acquiring test or instructional material, altering attendance records, or deliberately damaging systems. Any major breach of personal privacy, any attempt or action to cheat which compromises a teacher's or the district's computer/network security may result in criminal prosecution, civil litigation, involuntary transfer to another school, or expulsion.

I also agree to report any misuse of the information system to my school principal. All of the school rules or codes of conduct described in Board Policy 5131 and 5151.9 apply when I am on the network.

As the parent or guardian of this student, I have read this contract and understand that it is designed for educational purposes. Although SDUHSD has implemented a filtering system designed to restrict minors' access to harmful materials, I understand that it is impossible for the San Dieguito Union High School District to restrict access to all controversial materials. Therefore, I hereby waive all claims against the District, its officers, agents, or employees, for damages occurring by reason of the student's use of the information system. I also agree to report any misuse of the information system to the school principal.