
Acceptable Use Policy

for Technology Resources

Langford School District

Access to the Langford School District's technology resources is a privilege, not a right. Each student and employee will be required to follow the rules of the District's Acceptable Use Policy. It is impossible to define every instance of acceptable and unacceptable use. It will be the discretion of the school's administration and/or network administrator to use judgment as to what is acceptable in any undefined instances that may arise.

Purpose

The Langford School District offers network users access to technology resources to be used in support of the educational goals and objectives of the District. The purpose of the Langford School District's technology resources is to provide additional educational resources and communication tools for network users. These resources will help teachers to facilitate education and research consistent with the objectives of the Langford School District.

Definition - Technology Resources

The Langford School District's technology resources include but are not limited to the following: network equipment and access, Internet access, computer hardware, software, printers, servers, electronic files, electronic mail, storage media, digital images, and new technologies as they become available.

User Terms and Conditions

The use of Langford School District's technology resources is subject to the following terms and conditions:

1. The use of technology resources must be for educational and/or research purposes consistent with the mission, goals, and objectives of the Langford School District along with State & Federal regulations.

In compliance with federal law, the school district shall make reasonable effort to restrict access to inappropriate materials and shall monitor the on-line activities of the end users in the school environment.

2. Network user accounts, K-12 electronic mail accounts, and data storage are considered the property of the school district. District administrators reserve the right to inspect files at any time and take the necessary steps if files are in violation of this policy or any state or federal laws. Computers and files may also be inspected to maintain system integrity and to insure that users are using the system responsibly. Users should not expect that anything stored on the District's computers or network, or the State of South Dakota's K12 or Bureau of Information Technology Department's storage will be private.

3. Safety

- Do not go into chat rooms, blog sites, or other social networking sites (Facebook, MySpace, etc.) other than those set up by your instructors or that are for use in District approved distance education courses.
- Do not reveal your full name, phone number, home address, social security number, credit card numbers, password or the same information of others.
- If you inadvertently access a web site that contains obscene, pornographic or otherwise offensive material, notify a teacher, Network Administrator, or Principal immediately so that such sites can be blocked from further access. This is not a request; this is an expectation.

4. Unacceptable use of technology resources include, but are not limited to, the following: ● Using the network for illegal activities, including copyright, license or contract violations, downloading inappropriate materials, viruses, and/or software, such as but not limited to hacking and host file sharing software.

- Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
- Using the network or Internet for financial or commercial gain, advertising, or political lobbying. ● Accessing or exploring on-line locations or materials that do not support the curriculum and/or are inappropriate for school assignments, such as, but not limited to pornographic sites. Your intent when accessing inappropriate material will be the deciding factor if disciplinary action is necessary. Drawing it to the attention of other students, accessing it numerous times, print, and/or distributing it are some, but not all actions which would lead to disciplinary action. ● Vandalizing and/or tampering with equipment, programs, files, software, or system performance or other components of the network. Use or possession of hacking software is strictly prohibited.

- Causing congestion on the network or interfering with the work of others, e.g., chain letters, SPAM or broadcast messages to lists or individuals.
- Gaining unauthorized access anywhere on the network.
- Revealing the home address or phone number of one's self or another.
- Using another user's account, password, OR allowing another to use your account.
- Coaching, helping, observing or joining any unauthorized activity on the network.
- Engaging in sexual harassment or using objectionable language in public or private messages, e.g., racist, terroristic, abusiveness, sexually explicit, threatening, stalking, demeaning or slanderous.
- Knowingly placing a computer virus on a computer or the network. ● Accessing another individual's materials, information, or files.

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- Promoting or soliciting for illegal activities.
- Attempting to alter the configuration of a computer ● Intentionally wasting school resources.
- Attempting to log on to the Internet or network (servers, routers, switches, printers, firewall) as a system administrator.
- Installing, enabling, launching, or creating programs that interfere with the performance of the network, internet, or hardware technology resources. ● Attempting to defeat computer or network security.

5. E-mail Regulations - Students are not allowed access to email accounts at school. If required for a specific class, your State of South Dakota K12 e-mail account is the only account that should be accessed during the school day. Your state K12 e-mail account should be used for educational purposes only.

6. Langford School District/State of South Dakota does not guarantee that its technology resources will be uninterrupted or error-free; nor does it make any warranty as to the results to be obtained from use of the service or the accuracy or quality of the information obtained on or by the network. Access to the network is provided on an "as is" basis without warranties of any kind. Neither the school district nor any of its agents or employees shall be liable for any direct, indirect, incidental, special, or consequential damages arising out of the use of or inability to use the network or Internet.

7. Users shall be responsible for any costs, fees, charges, or expenses incurred under the person's account in connection with the use of the network or Internet except such costs, fees, charges, and expenses as the school district explicitly agrees to pay.

8. Any security or equipment problems arising from the use of technology resources must be reported to the Network Administrators or Principal's Office.

Personal Responsibility

When you are using the Langford School District network and Internet, it may feel like you can easily break a rule and not get caught. The fact that you can do something or think you can do something without being caught does not make it right to do so. Even if you do not get caught there is one person who will know whether you have done wrong. That person is you. Your use of the District's network and Internet can be a mirror that will show what kind of person you are. You are responsible for your actions.

Consequences:

Violations will result in a loss of access to technology resources. Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior. When applicable, law enforcement agencies may be involved.

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Please sign the following form and turn it in to the principal's office.

User's Full Name (please print)

Home Address:

I understand and will abide by the terms and conditions of the Langford School District's Acceptable Use Policy for Technology Resources. I also further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked; school disciplinary and/or appropriate legal action may also be taken.

User Signature _____ Date _____

PARENT/GUARDIAN

As a parent or guardian of this student user, I have read the Acceptable Use Policy for Technology Resources. I agree to allow my child to use the computer network & online services provided by Langford Area School. I understand the Langford Area School District may post my child's picture, their work, and first name on its or a teacher's web page and allow my child to participate in video-conferences that the class may choose to view throughout the school year.

Parent/Guardian Signature _____ Date _____