

Carlisle Local Schools – Acceptable Use Policy for District Technology

Carlisle Local Schools is pleased to offer our students and staff access to computer and internet technology. The benefits of having access to online educational resources far outweigh the potential risks, and helps prepare students for ongoing success. That said, there is a common-sense code of conduct that is expected, and must be adhered to, while utilizing district resources.

The school's information technology resources are provided for instructional purposes, and the following rules of use apply to any and all district owned devices, as well as staff/student devices, when utilizing District resources to access any computer/internet resource.

Users must respect and protect the integrity, availability, and security of all computer resources by:

- Not streaming Music/Video in a non-instructional context. Doing so uses bandwidth that is to be used for instructional purposes.
- Observing all district Internet security filters.
- Reporting security risks or violations to a teacher or administrator.
- Not destroying or damaging data, networks, or other resources that do not belong to them.
- Notifying a staff member or administrator of a computer or network malfunction.

Users must respect and protect the privacy of others by:

- Only accessing resources or networks to which they are authorized.
- Refraining from distributing private information about others or themselves.

Users must respect and protect the intellectual property of others by:

- Following copyright laws (for example: not making illegal copies of music, games, or movies).

Users must respect one another by:

- Maintaining respectful communication.
- Reporting threatening or inappropriate materials to a teacher or administrator.
- Not accessing, transmitting, copying, or creating material that violates the code of conduct.
- Not accessing, transmitting, copying, or creating material that is illegal (such as pornography, stolen materials, or illegal copies of copyrighted works).
- Not using the resources to further other acts that are criminal or violate the school's code of conduct.

Consequences for Violation

Violations of these rules may result in disciplinary action, including the loss of a user's privileges to use the school's information technology resources. Further discipline may be imposed in accordance with the Code of Conduct up to and including suspension, expulsion, termination, or legal action, depending on the degree and severity of the violation.

Supervision and Monitoring

The use of District owned information technology resources is not private. School and network administrators and their authorized employees monitor the use of information technology resources to help ensure that use is secure and in conformity with this policy. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks.

Disclaimer of Liability

The district shall not be responsible for any material encountered on a computer network, including the Internet, which may be deemed objectionable to a user (or his/her parents, if a minor); for any inaccurate information disseminated over the network; for any hostile or injurious actions of third parties encountered through a computer network; for any charges incurred by the user of a computer or computer network; for any damage or loss incurred by a user or any subsequent party by the use of files or software obtained over a computer network. Due to the nature of electronic communications and Ohio public records law, it is also impossible for the district to guarantee confidentiality of email sent and received over any computer network.

The district shall not alter the functions of the network to meet any specific user requirements, nor shall the district be liable for any direct or indirect, incidental, or consequential damages, including damage to personal devices, lost data, or inability to use the network.

I ACKNOWLEDGE AND UNDERSTAND MY OBLIGATIONS:**Student Name:**

Please Print Name

Signature

Date

Parent/Guardian:

Please Print Name

Signature

Date