



Waterville Central School District Electronic Technology Acceptable Use Policy

The intent of The Waterville School District's use of technology is to assist in the collaboration and exchange of information among all who are concerned and involved with education. The integration of networking technology into daily operations of classrooms, libraries, and offices is intended to provide the development of high quality technological resources in an effective, efficient, and economical manner.

Internet and Network access is available to all students, faculty, and staff at Waterville Central Schools. The District feels the benefits to learning far outweigh any disadvantages that may result from the use of this technology. Through the use of filters, every effort is being made to protect the users at WCS from inappropriate materials. Any offensive material that evades the system should be reported to administrative personnel immediately.

Individuals using technology at Waterville Central Schools are expected to act in an appropriate manner at all times. Technology is intended to be used for school-related assignments and activities only. Computer use is a privilege and that privilege can be revoked at any time. Email, Instant Messaging, gaming, and any other personal use of technology is prohibited. Any activities that may damage, destroy, or alter equipment or another person's data will result in disciplinary action. Users should not expect that files on the WCS server are private; therefore, files may be monitored and reviewed by school personnel.

- ➡ All use of the network and technology resources must be in support of education and research and consistent with the mission of the school.
- ➡ Users will not damage, disable, or otherwise interfere with the operations of computers, computer systems, software or related equipment through physical action or by electronic means.
- ➡ Users will not seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.
- ➡ Users will not be involved in any activities that violate copyright policy. This includes plagiarism, downloading or duplicating of copyrighted material such as music, movies, software, artwork or photographs.



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- ➔ Users will not use the computer network to obtain, download, send, print, display or otherwise gain access to or to transmit materials that are unlawful, obscene, pornographic or abusive.

Network administrators may review files and communications to maintain system integrity, to insure that users are using the system responsibly and to check their contents. Users should not expect that files stored on district servers will be private.

Consequences

- ➔ Violations of this policy will result in the loss of computer privileges. A first offense will result in a two-week suspension of privileges. A second offense will result in loss of privileges for the remainder of the school year.
- ➔ In addition: Users may be required to make financial restitution.
- ➔ When applicable, law enforcement agencies may be involved.
- ➔ Further consequences may be determined by the administration.



WCSD Electronic Technology Acceptable Use Policy Signature Form STUDENT

Dear Parent/Guardian,

It is necessary for all students to have computer access at school. Please read and review the attached *WCSD Electronic Technology Acceptable Use Policy* with your child and sign the form below. Return the signed form to Mrs. Campbell at the Junior-Senior High School. Students will not be given computer access until this form is on file in the District.

STUDENT/PARENT

I understand and will follow the *WCSD Electronic Technology Acceptable Use Policy*. I further understand that any violation of the WCS Computer Use Agreement is unethical and may be criminal offense. Should I commit any violation, my privileges may be taken away, disciplinary action taken, and/or legal action may be taken.

Network accounts may be treated like school lockers. Student computer files may be reviewed and edited by staff at any time. Users should not expect that files stored on District servers will be private.

Student's Name (*Please Print*):

Student's Signature:

Date:

Student's Year of Graduation:

Password: Student ID #
(Assigned by District)

Parent or Guardian's Signature
