



# Highland Falls / Fort Montgomery Central School District Network Acceptable Use Policy For Students

## General Policy:

The Highland Falls Fort Montgomery Central Public Schools has established a computer network in keeping with its own mission, goals and objectives to provide educational tools for educational purposes for students, staff, and the community. The network has not been established as a public access service or public forum. Uses that might be acceptable on a user's personal computer might not be acceptable on this limited purpose network. Students must follow all rules contained within this policy at all times. Students must also follow the direction of faculty and staff members supervising any area where networked resources can be accessed. Rules governing student behavior set forth in the School Disciplinary Code apply to the use of school computer facilities and machines. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents and employees of the school district.

## Guidelines for Use:

1. **Users will accept the responsibility** for keeping all pornographic material, gambling material, inappropriate text files, material dangerous to the safety of students and staff, or files dangerous to the school's computer network from entering the school via the Internet.
2. Users will not transmit or receive any material, language, or images in violation of U.S. or New York laws that advocate violence or discrimination toward other people (hate literature). Also included, but not limited to, is abusive, threatening, harassing, lewd, vulgar, obscene, pornographic, or sexually explicit material, language or images or material protected by trade secret.
3. Users will not engage in any illegal act or violate any local, state or federal statute or law.
4. Users will not vandalize, damage or disable other people's property and will not deliberately disrupt equipment, software or system performance. Users will not tamper with the school district system software, hardware, and wiring or violate the school district system's security in any way. Users will not disrupt the use of the system for others.
5. Users must respect others' privacy and intellectual property as required in "The Children's Internet Protection Act."
6. An Internet filtering system called R3000 Enterprise Filter provided by Orange/Ulster BOCES. This will filter out unwanted site both globally and by URL.
7. Users will not attempt to gain unauthorized access to the school district's system or to any other system through the school district's system. They will not use computer accounts, access codes or network identification other than any assigned to them.

8. Users are responsible for notifying an appropriate staff member if he/she identifies a security problem. Users should not demonstrate the problem to other users.
9. Users will not violate copyright laws, or licensing agreements, or use another person's property without the person's prior approval or proper citation, including downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
10. If a user mistakenly accesses unacceptable material or an unacceptable Internet site, the user shall immediately inform a teacher or other appropriate staff member. This will protect the user from any accusations that the user intentionally violated this policy.
11. Games, Instant Messenger, journaling, chat rooms, and similar activities are prohibited and may not be accessed or played on school computers.

### **System Use is a Privilege:**

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, one or more of the following consequences may result: suspension or cancellation of network privileges, payment for damages and repairs, and/or discipline under other appropriate school district policies, including suspension, expulsion, or civil or criminal liability under other applicable laws.

Tampering with computer security systems and/or applications will be considered vandalism, destruction, and defacement of school property. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or other networks that are connected National Science Foundation NET Internet Backbone.

Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.

### **Implementation:**

The school district's Internet policies and procedures are available for review by all parents, guardians, staff and members of the community. Due to rapid changes in the development of computer networks and Internet access, this policy may be reviewed and updated when necessary.

**The Acceptable Use Policy agreement form must be signed by the user and parent or guardian and filed in the school office.**



# Highland Falls / Fort Montgomery Central School District Network Acceptable Use Policy For Students

## Student:

I have read and do understand the school district policies regarding acceptable use of the Internet and the school district's computer system and agree to abide by them. I understand that any violation of these policies is unethical and may constitute a violation of the law. If this form is not signed, I understand that I will not be allowed any Internet access. Further, these terms and conditions apply to local usage of computers in the school. Should I commit any violation, my access privileges may be revoked and school disciplinary action/and or appropriate legal action will be taken.

Name of user: \_\_\_\_\_ Home phone: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

Signature of user: \_\_\_\_\_ Date: \_\_\_\_\_

## Parent:

As the parent or guardian of this student, I have read the Highland Falls Fort Montgomery Central School District policies relating to acceptable use of the school district computer system and the Internet. I understand that this access is designed for educational purposes. However, I also recognize it is impossible for the school system to restrict access to all controversial materials, and I will not hold the school district or its employees or agents responsible for materials acquired on the Internet. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

I hereby give permission for my child to access the Internet and certify that the information contained on this form is correct.

Signature of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

I do not wish \_\_\_\_\_ (name of student) to be allowed access to the Internet.

Signature of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**Permission Form for Internet Publishing on reverse side**



# Highland Falls / Ft. Montgomery Central School District Internet Publishing Permission Form

The HFFMCS D maintains a website on the Internet. [www.hffmcsd.org](http://www.hffmcsd.org) The purpose of this site is to distribute information. The district would like to have permission to publish your students work and/or photograph on the website.

## Guidelines:

- All efforts will be made to publish only group photos.
- No individual will be identified.
- No personal information about students, such as home address or telephone numbers will be published.
- The copyright of the students work will still belong to the student.

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Student Name: \_\_\_\_\_ Student grade: \_\_\_\_\_  
Please Print

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I am the parent or guardian of the above named student and give consent to publish the following on the district website:

Photograph

Publish Creative Work

I am the parent or guardian of the above named student and do **not** give consent to publish my student's photo and/or creative work on the website.

Parent Signature: \_\_\_\_\_

Date : \_\_\_\_\_