



## **Agreement for Student Use of Kenmore-Town of Tonawanda Union Free School District's Computer System**

### **Important Information**

Before you sign: Both student and parent/guardian should read this entire agreement and the handout entitled "Policy Regarding Student Use of Computerized Information Resources". This signed agreement will be retained by the school.

NOTE: The District reserves the right to pursue legal action against a student and/or the student's parent(s) or legal guardian, as appropriate, if there is any damage to or destruction of District property resulting from the student's use of the Kenmore-Town of Tonawanda Union Free School District's Computer System.

### **Agreement for Student**

In consideration of the privilege of using the Kenmore-Town of Tonawanda Union Free School District's Computer System, I agree that I have been provided with a copy of the District's policy on the student use of computerized information resources. I agree to adhere to the policy, other regulations that may be developed, and to any changes or additions adopted by the District. I also agree to adhere to related policies published in the Student handbook.

I understand that failure to comply with these policies may result in the modification or loss of my access to the District's computer system, and may in addition result in the imposition of discipline under the District's school conduct and discipline policy.

### **Student User Terms and Conditions**

1. It is my responsibility to avoid abusive conduct which would include, but is not limited to, the altering of system software, placing of unlawful information, computer viruses, or harmful programs on or through the system, in either public or private files or messages.
2. I am accountable for the use of my password. My password must not be revealed to anyone nor will I use others' passwords. I will be responsible for any problems which arise from the misuse of my file folder or my home directory.
3. I will not use the school's computer system to obtain, view, download, send, print, display or otherwise gain access to or transit materials that are unlawful, obscene, pornographic or abusive.
4. I will not use the District's computer system to harass, insult or attack others, or to otherwise in engage in cyber-bullying or any other conduct prohibited by the Student Code of Conduct.
5. I will use only authorized software on the District's computer system.
6. I will use all computer equipment for the purpose for which it is intended. I will not tamper with terminals, associated equipment or otherwise disable the system.

7. I will not change, copy, rename, delete, read or otherwise access files or software that I did not create unless I have permission from my instructor.
8. I will not use a computer for anything other than course-related work without permission from the instructor.
9. I will not violate copyright laws or use the District's computer system for commercial purposes.
10. If I identify a security problem on the District's computer system, I will immediately notify an instructor.

## **Network Etiquette**

You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- a. Be polite. Do not get abusive in your messages to others.
- b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
- c. Do not reveal your personal address or phone number or those of others.
- d. Network accounts are to be used only by the authorized user for the designated purpose. No "chain mail" materials may be transmitted.
- e. Do not use the network in such a way that you would disrupt the use of the network by other users.

**Student's Name (please print):** \_\_\_\_\_

**User Signature:** \_\_\_\_\_

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

## Agreement for Parent or Guardian

I am the parent/guardian of \_\_\_\_\_, the minor student who has signed the District's agreement for student use of computerized information resources. I have been provided with a copy and I have read the District's policy and regulations concerning use of the District's computer system.

I also acknowledge receiving notice that, unlike most traditional instructional or library media materials, the District's computer system will potentially allow my son/daughter student access to external networks not controlled by the school district. I understand that some of the materials available through these external computer networks may be inappropriate and objectionable; however, I acknowledge that it is impossible for the District to screen or review all of the available materials. I accept responsibility to set and convey standards for appropriate and acceptable use to my son/daughter when using the District's computer system or any other electronic media or communications.

I agree to release the Kenmore-Town of Tonawanda Union Free School District, the Board of Education, its agents and employees from any and all claims of any nature arising from my son's/daughter's use of the District's computer system in any manner whatsoever.

I agree that my son/daughter may have access to the District's computer system and I agree that this may include remote access from our home.

**Parent or Guardian Name (please print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_                      **Date:** \_\_\_\_\_

**SUBJECT: STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES**

The Board of Education will provide access to various computerized information resources through the District's computer system ("DCS" hereafter) consisting of software, hardware, computer networks and electronic communications systems. This may include access to electronic mail, so-called "on-line services" and the "Internet." It may include the opportunity for some students to have independent access to the DCS from their home or other remote locations. All use of the DCS, including independent use off school premises, shall be subject to this policy and accompanying regulations. Further, all such use must be in support of education and/or research and consistent with the goals and purposes of the School District.

One purpose of this policy is to provide notice to students and parents/guardians that, unlike most traditional instructional or library media materials, the DCS will allow student access to external computer networks not controlled by the School District where it is impossible for the District to screen or review all of the available materials. Some of the available materials may be deemed unsuitable by parents/guardians for student use or access. This policy is intended to establish general guidelines for acceptable student use. However, despite the existence of such District policy and accompanying guidelines and regulations, it will not be possible to completely prevent access to computerized information that is inappropriate for students. Furthermore, students may have the ability to access such information from their home or other locations off school premises. Parents/guardians of students must be willing to set and convey standards for appropriate and acceptable use to their children when using the DCS or any other electronic media or communications. The District respects the right of each family to decide whether or not to apply for independent computer access.

Student use of the DCS is conditioned upon written agreement by all students and their parents/guardians that student use of the DCS will conform to the requirements of this policy and any regulations adopted to insure acceptable use of the DCS. All such agreements shall be kept on file in the District Office.

Generally, the same standards of acceptable student conduct which apply to any school activity shall apply to use of the DCS. This policy does not attempt to articulate all required and/or acceptable uses of the DCS; nor is it the intention of this policy to define all inappropriate usage. Administrative regulations will further define general guidelines of appropriate student conduct and use as well as proscribed behavior.

District students shall also adhere to the laws, policies and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and student rights of privacy created by federal and state law.

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**SUBJECT: STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES**  
**(Cont'd.)**

Students who engage in unacceptable use may lose access to the DCS in accordance with applicable due process procedures, and may be subject to further discipline under the District's school conduct and discipline policy and the Student Discipline Code of Conduct. The District reserves the right to pursue legal action against a student who willfully, maliciously or unlawfully damages or destroys property of the District. Further, the District may bring suit in civil court against the parents/guardians of any student who willfully, maliciously or unlawfully damages or destroys District property pursuant to General Obligations Law Section 3-112.

Student data files and other electronic storage areas will be treated like school lockers. This means that such areas shall be considered to be School District property subject to control and inspection. The computer coordinator may access all such files and communications to insure system integrity and that users are complying with the requirements of this policy and accompanying regulations. Students should **NOT** expect that information stored on the DCS will be private.

The Superintendent or his/her designee is authorized to establish regulations as necessary to implement the terms of this policy.

Adopted: 7/10/00