

*Knox County Career Center*

**INTERNET AGREEMENT - STUDENT**

*Acceptable Usage Policy*

**Purpose and Need**

Effective performance of computer and telecommunications networks, whether local or global, relies upon end users adhering to established standards of proper conduct. The following guidelines define the responsibilities of all Knox County Career Centers' employees and students using network and Internet resources provided by public funds. In general, this requires efficient, ethical, and legal utilization of network resources. Any attempts of misuse or abuse of network resources by students could result in the suspension of usage as well as other disciplinary action called for in the Student Code of Conduct as determined by the school administrator. Any attempts of misuse or abuse of network resources by school employees could result in the suspension of usage as well as other disciplinary action by the building director or other administrator. This resource, as with any other public resource, demands those entrusted with the privilege of its use be accountable. **USE OF THE KNOX COUNTY CAREER CENTER SCHOOL NETWORK RESOURCES IS A PRIVILEGE NOT A RIGHT.**

**Privacy**

Users should NOT expect that files stored on school-based computers would be private. Electronic messages stored on school computers may be treated like school lockers. The files may be reviewed to insure that users are acting responsibly. If you are granted e-mail privileges, the technology administrator and administrators have the right at any time to see the contents of your e-mail files.

**Non-Liability**

Knox County Career Center makes no warranties of any kind, whether expressed or implied, for the service it provides, and will not be held responsible for any loss of data resulting from delays and service interruptions.

Knox County Career Center makes no guarantee that the system will be error free and is not responsible for the accuracy or quality of information obtained through the system. All users make use of the information obtained at their own risk.

Users are NOT AUTHORIZED to make any purchases of goods and/or services through school accounts. Furthermore, Knox County Career Center is not responsible for financial obligations arising from such purchases.

## **Acceptable Use Policy**

All users of school provided Intranet/Internet services, including electronic mail, must comply with the following standards of acceptable use:

Use of network resources must support educational objectives and be consistent with the mission of the Knox County Career Center.

Users must abide by the copyright law, licensing restrictions, contracts and other local, state and federal laws, school board policies and regulations, as well as school-based guidelines.

Use of network resources for commercial use or profit is prohibited.

Intranet/Internet accounts are to be accessed only by the authorized owner of the account. Confidentiality of passwords and user accounts must be protected. Others will hold individual users accountable for use of their accounts.

Students' telephone numbers and addresses shall not be transmitted or posted to insure student privacy and safety without parental consent. Student personal information shall not be transmitted or posted to insure student privacy and safety without parental consent.

Users who receive information or messages that make them uncomfortable must immediately report the occurrence to the supervising teacher and/or building director.

Users will never agree to meet with someone they encounter online without the prior permission of their parents/guardians.

Users will not attempt to access private or personal materials, information, or files of others without prior authorization.

Users will not vandalize, damage or disable the work of another individual or organization.

Users will not access, manipulate, alter or attempt to damage, disable or destroy technology or computer files.

Users can copy only material for which they have permission.

Users will not access, create or distribute harassing, pornographic, obscene, racist, sexually explicit, or threatening material, imagery or language.

Chatting on computers of any nature is prohibited unless under the direct supervision of a classroom teacher as related to their course of study.

The downloading of music (MP3's), game or video files are prohibited unless under the direct supervision of a classroom teacher. The Technology department must be informed prior to any downloading of this type of material.

Users will not install music files, games or video files unless approved by the classroom teacher for use in the course of study.

Users will not use school-provided Internet access for illegal purposes or for non-approved commercial purposes.

Users must abide by the acceptable use policy of any accessed network.

## **Sanctions for Violations**

- ◆ Disciplinary action, if any, shall be consistent with the district's standard policies and procedures. Violations of the policy can constitute cause for revocation of access privileges, suspension of access to Knox County Career Center electronic equipment, and/or other appropriate legal or criminal action, inducing restitution, if appropriate. Students shall be subject to the sanction of Ohio state law or administrative code, as appropriate.

## **Copyright Web Publishing Rules**

Copyright law and District policy do not allow the re-publishing of text or graphics found on the Web on the district Web sites or file servers without explicit written permission.

- ◆ Use of a graphic must come from a free source of graphics. If a graphic is a recognizable figure, slogan, or logo, assume that it is copyrighted and do not use it.
- ◆ The failure of a site to display a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. If the materials have been improperly and illegally displayed by a web site, the webmaster may not be considered a source of permission.

Students with questions regarding these guidelines are advised to check with the webmaster before proceeding with the collection of images and text.

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