

## **Appropriate Use of The Computer and Associated Equipment**

**AR-6410**

The use of computers, associated equipment, network resources, and the Internet is a privilege and not a right. Inappropriate use will result in the cancellation of those privileges.

School officials will attempt to see that materials accessed are appropriate for students. However, it may be possible that students may enter inappropriate material into their computers or may download material that has not been authorized or edited by school personnel. The board of education feel that the advantage of integrating this instructional tool into the overall educational program outweighs the negative aspects that could occur. All school district personnel are charged with the responsibility of assisting in the monitoring of the use of the school computers and the associated electronic equipment. The school district has also installed a filter program, which will provide added security limiting what students can access on the Internet. Any misuse of this media of instruction by students may result in a reprimand, prohibiting the use of the equipment for a specified period of time, or in the suspension or expulsion from school, depending upon the seriousness of the offense or the number of times a student may have been observed misusing the equipment. Misuse of computers and the associated electronic equipment by staff members may result in a reprimand, prohibiting the use of the equipment for a specified period of time, suspension of teaching duties, or in a release from contract, depending upon the seriousness of the offense or the number of times the staff member may have been observed misusing the equipment. If either students or staff violate any state or federal statute school officials shall be responsible for reporting the information to the appropriate authorities.

### Terms and Conditions for Use of Computers.

- I. The use of the school district's computers shall be consistent with the school's educational objectives and all school policies, rules and regulations. The use of computers for recreational games is prohibited.
- II. To knowingly transmit or receive any materials in violation of any state or federal law, or any school district policy, rules or regulation, is prohibited. This includes, but is not limited to: the use of, or distribution of, copyrighted material; originating or being a party to any threatening, harassing, pornographic, obscene, or profane material; assisting in the acquisition, or distribution of, materials related to the illegal use of manufactured or restricted substances; the use of, or distribution of, defamatory or discriminatory materials, or material protected by trade secret. Never view, send or access material that you would not want your teachers or parents to see. Should students receive inappropriate messages or material from other students they should report it to their teacher immediately.
- III. Commercial activities, product advertising, political lobbying or extensive use of computers or associated equipment is prohibited.
- IV. When using the district's computers:
  - No person will deliberately or willfully cause damage to computer equipment or software or assist others in doing the same.
  - Each person will respect the rights of others to the privacy of files they store on a computer or a disk and not view those files without the owner's permission or damage such files.

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- Each person will follow any regulations posted in the computer lab or other rooms where computers are in use.
- Each person will follow the directions of the adult in charge of the computer lab or other rooms where computers are in use.
- There will be no use of the Internet for chat rooms or e-mail purposes. Students will lose their access to district computers if this rule is not respected.

Do not use another user's name without permission from that individual and then only with the approval of the staff member of the network administrator. Users are not to make purchases or obligate funds on the Internet with approval of the network administrator.

Any problems, which arise from the obligation of funds, shall be the liability or responsibility of the user unless prior approval is given by the building principal or the network administrator. All users hereby release Brown County School District No. 10 from any and all claims or damages of any nature arising from their access, use, or inability to access or use computers or the network system and agree to indemnify and hold Brown County School District No. 10 harmless from the same. Brown County School District No. 10 makes no warranties of any kind for the information or the service it is providing.