

Adlai E. Stevenson High School
Acceptable Use Guidelines
Regarding Access and Use of
District Information Services Systems

Definition

According to the District policy approved by the District 125 Board of Education, the term “District Information Services Systems” or “Systems” shall include all computer hardware and software owned or operated by the District, District electronic mail, District web sites, District on-line services and bulletin board systems, and electronic information systems. “Use” of the District Information Services Systems shall include use of or obtaining access to the system from any electronic device and / or computer terminal, whether or not owned or operated by the District.

Authority

The District Information Services Systems were established to comprise part of the school curriculum, facilitate communication between the school and community, and enhance the administrative responsibilities of the District. The Information Services Systems do not constitute a public forum. The District reserves and retains the right to regulate the content of and links to the Information Services Systems. The District has the right to and does monitor the use of the Information Services Systems. Except as provided by federal and state statutes protecting the confidentiality of student’s records, no user of the Information Services Systems has an expectation of privacy in connection with such use.

Responsibility

The District 125 Board of Education recognizes that although the Internet and on-line services afford access to legitimate sources of information for academic and educational purposes, they also enable access to material which may be illegal, obscene or indecent. The use of the elements of District Information Services Systems and the Internet shall be consistent with the District’s educational Vision and Values and curriculum adopted by the Board of Education.

Prohibitions

District students, employees, contractors, and guests are expected to act in a responsible, ethical and legal manner in accordance with Federal and State law, District policy, and the District Acceptable Use Guidelines (AUG).

Specifically, the following uses are prohibited:

1. Use of the network to facilitate illegal activity
2. Use of the network for commercial or for-profit purposes
3. Use of the network for product advertisement or political lobbying
4. Use of the network for hate mail, discriminatory remarks, and offensive or inflammatory communication
5. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials
6. Use of the network to access obscene or pornographic material
7. Use of inappropriate language or profanity on the network
8. Use of the network to transmit material likely to be offensive or objectionable to recipients
9. Use of the network to intentionally obtain or modify files, passwords, and data belonging to other users
10. Impersonation of another user, anonymity and pseudonyms
11. Use of network facilities for fraudulent copying, communications, or modification, of materials in violation of copyright laws
12. Loading or use of unauthorized games, programs, files, or other electronic media
13. Use of the network to disrupt the work of other users
14. Destruction, modification, or abuse of network hardware and software
15. Quoting personal communications in a public forum without the original author's prior consent
16. The illegal use of copyrighted software by students and District employees is prohibited. Any software uploaded to or downloaded from the network shall be subject to "fair use" guidelines.

To protect the integrity of the system, the following guidelines shall be followed:

1. The District has the right to and does monitor the use of the Information Services Systems.
2. Employees and students shall not reveal their passwords to another individual.
3. Users are not to use a computer that has been logged onto using another students or teacher's name. Users are to use only computers to which they are permitted access.
4. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network

Safety

To the greatest extent possible, users of the network will be protected from harassment or unwanted or unsolicited communication. Any network user who receives threatening or unwelcome communications shall immediately bring them to the attention of a teacher or administrator.

Network users shall not publish or reveal personal information about themselves or others on the network.

Network users shall not engage in instant messaging, nor participate in chat rooms or video conferences, without express permission while on school property.

Violation of Acceptable Use Guidelines

Violation of acceptable use guidelines shall be subject to consequences including, but not limited to discipline, loss of System use privileges, and referral to law enforcement authorities and / or other legal action in appropriate cases.

Acceptance Signoff

Please check the appropriate category, then sign and print your name.

Student: Enter Student ID _____

Employee:

Contractor: Company Name _____

Signature: _____ Date: _____

Print Name: _____

All students are required to have a parent signature also *

Parent Signature: _____ Date: _____

Print Name: _____