

Hyde School Student Computer Systems Acceptable Use Policy

A. Hyde School Computer Systems and Internet Access

Please read the following carefully before signing this document. This is a legally binding document.

Hyde School computers, network and Internet services are provided for purposes related to school programs, educational research, and email correspondence. Compliance with Hyde School's policies and rules concerning computer use is mandatory. Any student who violates this policy and/or any rules governing use of Hyde School's computers shall be subject to disciplinary action, up to and including termination. Illegal use of Hyde School computers will also result in referral to law enforcement. In general this requires efficient, ethical and legal utilization of the network resources. If a Hyde School user violates any of these provisions, his or her account may be terminated and future access can be denied. **Your signature at the end of this document is legally binding and indicates that you have read the terms and conditions carefully and understand their significance.**

B. Hyde School Computer Systems and Internet Access Terms and Conditions

- 1) **Acceptable Use** - The use of your account must be in support of education and research, and consistent with the educational objectives of the Hyde philosophy. Transmission of any material in violation of any U. S. or state regulation is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, material determined as inappropriate by Hyde School or material protected by trade secret.
- 2) **Privileges** - The use of the Internet is a privilege, not a right, and inappropriate use may result in a cancellation of those privileges. Hyde School reserves the right to block access to Internet sites deemed by the Director of Technology or Administration to be inappropriate. The Technology Department may close an account at any time or as requested by the Hyde School Administration.
- 3) **Netiquette** - You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:
 - Be polite. Use appropriate language.
 - Do not reveal your personal address or phone numbers

- Hyde School computers remain under the control, custody and supervision of Hyde School at all times. Students should have no expectation of privacy while in the use of school computers. Although Hyde School values and respects the privacy of its network users, and does not routinely examine the contents of data or files in user accounts, Hyde School Administration does reserve the right to access student personal e-mail and/or internet accounts. Messages and/or activity relating to or in support of inappropriate material, as determined by Hyde School, or illegal activities will be reported to the authorities.
 - Do not use the network in such a way that you would disrupt the use of the network by other users.
- 4) **Warranties** - Hyde School makes no warranties of any kind, whether expressed or implied, for the service it is providing. Hyde School will not be responsible for any damages suffered. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via computer communication is at your own risk. Hyde School specifically denies any responsibility for the accuracy or quality of information obtained through its services.
 - 5) **Security** - Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem you have the responsibility to notify the Director of Technology or a member of the Hyde School Administration. Do not demonstrate the problem to other users. Do not use another individual's account. Attempts to log in to the network as a system administrator or using any account other than your own will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to Hyde School computers.
 - 6) **Vandalism** – Vandalism, whether physical or online, will result in cancellation of privileges. Vandalism includes any attempt to access or to harm data of another user. This includes, but is not limited to, the uploading or creation of computer viruses.
 - 7) **Exception of Terms and Conditions** - All terms and conditions as stated in this document are applicable to Hyde School. These terms and conditions reflect the entire agreement of the parties and supersedes all prior oral or written agreements and understandings of the parties.
 - 8) **Unacceptable Use** – Use of the network or any other Hyde School information technology facilities is prohibited for the following activities. The list is not inclusive, but represents types of activities that are viewed by Hyde School as unacceptable use of the Internet and technology equipment.
 - Interfere with or cause disruptions to the normal, proper, and expected operation of the network

- Plug into the network with any device other than through a Hyde School owned computer
- Adversely affect the ability of others to use the network by excessive use of the network through downloads, peer-to-peer, or gaming
- Engage in any commercial activity unrelated to official Hyde School business
- Tamper with, circumvent, or disable security systems implemented by Hyde School
- Damage or disable any school owned hardware components, software, or computing facilities
- Access data that you are not authorized to access
- Use school email distribution lists without permission
- Online purchase of inappropriate or illegal material
- Download, install, run, or otherwise introduce applications that contain may contain potentially destructive or malicious software
- Download, install, run, or otherwise introduce software that can reveal or exploit weaknesses in network security
- Engage in port scanning or security scanning intended to penetrate the school's firewall or other security protocols
- Circumvent user authentication or security of any host, network, or account
- Access or attempt to access the account of any other user or impersonate any other user
- Engage in any illegal or criminal activity, including downloading and/or installation of any pirated software or export of software, technical information, encryption software, or similar technology
- Download, access, or transmit material deemed offensive, indecent, or obscene
- Engage in any form of harassment, including the distribution or dissemination of offensive or unwanted content
- Infringe any copyright, trademark, or other intellectual property or proprietary right of any third party, including unauthorized copying, distribution, or transmission of files, sound recordings, text, photographs, or images.

- 9) **Incidental Use** – While the network is provided to support education and research consistent with the educational objectives of Hyde School, limited incidental use of the network may be permitted, as a convenience to Hyde School students, as long as it does not interfere with the ability of others to use the network for its intended purpose. The following restrictions apply to all incidental use:
- a) Incidental personal use is restricted to approved users; it does not extend to family members or others.
 - b) Incidental use must comply with this acceptable use policy and not interfere with educational priorities of the student.
 - c) Incidental use must not result in any direct cost to Hyde School.
 - d) No files or documents may be sent or received that may cause legal action against or embarrassment to Hyde School.
 - e) Storage of personal files, messages, voice messages, files and documents within the School’s information resources must be nominal.
 - f) Incidental use does not interfere with system operations or other system users.
- 10) Hyde School reserves the right to impose additional conditions or restrictions regarding the use of the network and any other Hyde School information technology facilities at any time.

The signatures(s) is(are) legally binding and indicates the party or parties who have signed this document have read the terms and conditions carefully and understand their significance.

(If the user is under the age of 18 a parent or guardian must also read and sign this document.)

User Signature: _____

Date: _____

Print name: _____

As the parent or guardian of this student I understand and agree to the Terms and Conditions for the Internet access and use of Hyde School's computer systems. I understand that this access is designed for educational purposes. I also recognize it is not possible for Hyde School to restrict access to all controversial materials and I will not hold Hyde School responsible for materials acquired via the Hyde School network. I hereby give permission for my child to have a Hyde School network and email account.

Parent/Guardian Signature: _____

Date: _____

Print name: _____
