

NETWORKED INFORMATION RESOURCES

TECHNOLOGY ACCEPTABLE USE POLICY FOR STUDENTS

Users of computers and networks at the Aveson Global Leadership Academy will be bound by this Acceptable Use Policy. Computers and networks at Aveson are provided and maintained for educational purposes only. Users may access the networks only after submitting a signed Acceptable Use Policy form.

Failure to comply with this policy may result in a drop of level, loss of unsupervised access to specific technology and/or designated area; extended loss of privileges; restoration/restitution; administrative and/or Board of Education action, including such serious consequence as suspension, notice to remedy, and expulsion. Computers are provided for the Aveson student community and are accessible on campus during school hours .

Confidentiality

Users must recognize that there is no assurance of confidentiality with respect to access to transmissions and files by persons outside, or from persons inside, the school. Also, the school reserves the right to log and monitor information using Aveson technology.

Liability

Loss and/or damage due to negligence of flash drives and computers must be paid for by the student. Restitution and/or financial arrangements will be set by the Executive Director and Director of Technology based on replacement costs.

Terminology

Screen down- student will be required to have their computers screens flip down $\frac{3}{4}$ of the way .

Power down- students must turn their computers off.

Power up- students will have three minutes to turn computers on and go to specified screen.

Hibernate- students will temporarily power down their computers.

Dock- return computer to docking station and reconnect power.

Acceptable Use

I understand that use of any school technology, including access to the Internet, must be in support of education and research, and I agree to the following:

1. I will use the computer only on flat, supportive surfaces.
2. When transporting, I will carry laptops with two hands and in a safe manner at all times.
3. I will not have any food or drink near computers.
4. I will not take computers out of class unless permitted by an advisor. Computers must be transported in a protective case.
5. I will refrain from accessing any newsgroups, links, list serves, or other areas of cyberspace that would be offensive to any students, teachers, or parents because of pornographic content, racial, ethnic, or minority disparagement, advocating of violence, or illicit/illegal content.
6. Accordingly, I am responsible for monitoring and rejecting any information accessed/received by me that is contrary to the above guidelines.
7. I accept responsibility for keeping copyrighted software from entering the school via the Internet. Therefore, I will not download games, music, graphics, videos, or text materials that are copyrighted.
8. I will use only licensed software programs authorized by Aveson . I will not install any other software on any Aveson computer.
8. Plagiarism is unacceptable. Therefore, I accept responsibility for using downloaded material in an appropriate manner. Violation of copyright laws will not be tolerated. I will not post, distribute, or use without permission, material that was created by someone else. Students are reminded that

plagiarism is a reason for disciplinary action at Aveson .

9. I will be courteous and use appropriate language while on the computer. Therefore, I will refrain from swearing, or using any forms of obscene, harassing, or abusive language. If I am a victim of such harassment, I will report the abuse immediately to an administrator, a teacher, or a counselor.

10. I will never enter personal information including addresses and telephone numbers of others or myself while online.

11. I will not use computer for commercial use; buying or selling.

12. I understand that electronic mail is not guaranteed to be private. Administrators have access to all mail. Messages relating to, or in support of, illegal activities must be reported to school staff.

13. If I suspect a security problem related to my school's accounts or on the Internet, I will immediately notify a teacher or an administrator. I will not share the security problem with nor demonstrate the problem to others.

14. Any user legitimately identified as a security risk, or with a history of problems with other computer systems, may be denied access to the Internet at Aveson Global Leadership Academy.

15. There is no personal chatting or sending personal emails.

16. I will not use my computer during any class seminar unless directed/permitted by advisor/coach.

17. No user shall intentionally cause damage to any equipment or software belonging to the Aveson Global Leadership Academy, or any member of the Aveson community. This prohibition includes, but is not limited to, the following acts:

- Downloading or accessing inappropriate and pornographic material.
- Tampering, removing, or exchanging any hardware or software from any system.
- Deleting, renaming, removing, copying or changing any file or its properties, other than his/her personally owned files.
- Tampering with installed software and files.
- Attempting to gain access to inappropriate material and files.
- Attempting to change administrative passwords.
- Damaging another individual's work.
- Installing unauthorized software on school technology.
- Violating copyright laws by unauthorized copying of software.
- Installing, copying or knowingly infecting a computer system with a virus.

Consequences of violations may include but are not limited to:

- Loss of unsupervised Internet access
- Level drop
- Suspension or revocation of all network privileges
- Suspension or revocation of all computer access
- Suspension from school
- Legal action and prosecution by the authorities

Conclusion

I understand that the use of the school technology is a privilege and that inappropriate use will result in cancellation of those privileges. I further understand that the Executive Director, in consultation with the Information Technology Director and the school administration, will deem what is inappropriate use and that their decisions are final. Access to technology of any user at any time may be denied at their discretion as required to enforce the Technology Acceptable Use Policy. At this time all computers will be available only during school hours.

The Aveson Global Leadership Academy will not assume liability for:

- Information stored on flash drives, hard drives or servers.
- Information retrieved through school computers, networks or online resources.

- Personal property used to access school computers, networks or online resources.
- Unauthorized financial obligations resulting from use of school resources and accounts to access the Internet.

As the parent or guardian of this student, I certify that I have read the Acceptable Use Policy. I understand that this access is designed for educational purposes. I hereby give my permission to allow access to the network for my child and understand that this includes an Aveson email account to be used for school purposes.

Date: _____

Name of Parent (please print): _____ Signature: _____

As a student of at the Aveson Global Leadership Academy, I agree to abide by the Acceptable Use Policy.

Date: _____

Name of Student (please print):: _____ Signature: _____