

**Seneca R-7 School District**  
**Student Technology Acceptable Use Policy**

Sign and return this sheet to your Homeroom/Advisory teacher. Once returned, District Technology Staff will activate your account. Summarily, the Acceptable Use Policy states:

- ❖ User will keep his account and password private and protected. Sharing user account and/or password with any other person is prohibited. In the event you do share your user account and/or password with another person, you will be solely responsible for the actions of the other person.
- ❖ User agrees to have password changed if there is reason to believe someone else has access to your password.
- ❖ User will not access social networking sites or utilize instant messaging systems without administrator approval.
- ❖ User will use only school-appropriate language, pictures, text and other data, as determined by the district administration, on the District computer system or Internet.
- ❖ User will not purposely obtain, create, view, download or otherwise gain access to objectionable materials (i.e. obscene, pornographic, gambling websites, or otherwise inappropriate for educational uses).
- ❖ User will not delete, examine, copy, or modify files and/or data belonging to other users without permission.
- ❖ User accepts the level of access provided and understands that attempting to increase the level of access to which the user is not authorized shall be regarded as a malicious act.
- ❖ User will not use the school resources to engage in hacking or attempts to otherwise compromise system security.
- ❖ User will not engage in any illegal activities on the Internet.
- ❖ User will not use USB memory sticks for transferring data to or from District computer equipment.
- ❖ User realizes the Seneca R-7 School District reserves the right to any materials stored in files on the network and will edit or remove any material which the staff believes may be objectionable.
- ❖ User will not violate software copyright laws by 1) placing software (this includes downloading shareware games, demos, and/or mp3 music files from the Internet) on District computer systems for which the Seneca R-7 School district has not purchased the software license and 2) copying software from the District network for personal use that has been licensed to the Seneca R-7 School District.
- ❖ User understands intentional attempts to crash, disrupt or alter the normal performance of network systems or programs are prohibited.
- ❖ User will agree that the hardware, firmware, and operating systems are set up by the Seneca R-7 School District Technology Department and are not to be altered in any way by any user.
- ❖ User will refrain from using the facilities and/or services for commercial purposes.
- ❖ User should not reveal personal addresses, credit card numbers or phone numbers on the Internet or through email.
- ❖ Seneca R-7 School District staff will monitor students' use of the Internet, through either direct supervision or by monitoring Internet usage to ensure enforcement of the policy.
- ❖ Rules and regulations of system usage will be reviewed periodically by the Technology Department and users of the network are subject to these rules and regulations.
- ❖ User will not send harassing, obscene and or other threatening communications.
- ❖ User will not attempt to bypass the Internet Content Filter. Content is filtered in compliance with federal regulations.
- ❖ User realizes that the Seneca R-7 School District reserves the right to view any material store in files.

*I have read the Seneca R-7 School District Acceptable Use Policy, understand and accept my responsibilities as a user of District computer equipment, and I am aware that violations of this policy will result in disciplinary actions determined by the building administrator.*

<i>Printed Name of User:</i>	<i>Printed Name of Parent/Legal Guardian:</i>
<i>Signature of User:</i>	<i>Signature of Parent/Legal Guardian:</i>
<i>Date:</i>	<i>Date:</i>
<i>User's Grade:</i>	<i>User's Homeroom/Advisory Teacher:</i>