



## **Acceptable Use Agreement for Internet and Computer Access**

The purpose of the Acceptable Use Agreement is to prevent unlawful activities by users, prevent unauthorized access to confidential information, safeguard the network and its users from malicious activity, protect and preserve the District's technology assets, and inform all users of their responsibilities and potential consequences for unacceptable use.

1. Authorization: The following users are authorized to use the District's computer network: District employees, students in grades K through 8, and community members who have received prior permission from the District or Network Administrator.
2. The District is required to block or filter, to the extent practical, access to materials that are obscene, pornographic, or potentially harmful to minors. Users will not attempt to access internet sites that contain any adult oriented or other inappropriate material. If a user is able to accidentally access such a site, they will leave it immediately.
3. Internet sites or activities that interfere with educational pursuits may also be blocked or filtered. Users will use the school's network and equipment primarily for instructional purposes. Access to social networking sites is prohibited. Educational use will take priority over all other access.
4. If a user suspects that an inappropriate site is not being blocked, or that a computer is at risk due to a possibly malicious program or virus, they must immediately inform a staff member.
5. Users will not install software on any computer, download files from the internet, alter a computer's appearance, or plug in any external storage device from home without the Network Administrator or their instructor's permission.
6. If a student receives permission from the Network Administrator or their instructor to access an email account, such access will be limited to only necessary school related use. Electronic communications shall never be obscene, racist, harassing, embarrassing, sexually explicit, fraudulent, intimidating, defamatory or otherwise offensive or illegal.
7. Users will never send personal information over the internet, such as full names, phone numbers, addresses, passwords, or social security numbers.
8. Users must observe and comply with all applicable licensing, copyright, and trademark protections related to online materials. Users will not plagiarize the work of another author.

9. A user must never attempt to log on to the network or any internet site using the identity or password of another user.
  
10. The District reserves the right to monitor user's online activities and to access, review, copy, and store or delete any electronic communication or files, and enforce District policies and procedures as warranted. Users should have no expectation of privacy when using District property or accessing the internet, including email, while at school.
  
11. A student's personal electronic device, such as but not limited to cell phones, smart phones, I-pads, and tablets, shall not be used at school without the specific permission of the District or Network Administrator, and in compliance with District policies.
  
12. Users will have access to the District's network and internet connection only after signing an agreement to abide by all District policies, guidelines, and regulations.
  
13. Disclaimer: Boulder Elementary School makes no warranties of any kind, whether expressed or implied, for the service it is providing. Boulder Elementary School specifically denies any responsibility for the accuracy or quality of information obtained through on-line services. This policy and its provisions are subject to revision as deemed necessary by the Boulder Elementary School staff, administration, and trustees.

By signing this agreement, users agree to the use of computers, the network, and internet in support of legitimate educational and curricular activities. Users understand that the violation of any provisions of this agreement may have their access privileges suspended or terminated, and may be subject to other disciplinary and/or legal action as determined appropriate. Individuals that damage or destroy equipment may be liable for monetary damages.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
(month) (year)

Parent: Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Student: Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_