

# Blue Hills Regional Technical School District

James P. Quaglia, Superintendent-Director

## **Acceptable Use Policy for Students, Parents, Faculty, and District Personnel**

Blue Hills Regional Technical School District (known herein as Blue Hills) provides student users and staff access to the district's electronic network. The District's Acceptable Use Policy ("AUP") are the rules and procedures for the acceptable use of the Blue Hills electronic network and the Children's Internet Protection Act ("CIPA") requirements. The "user" includes anyone using the computers, Internet, email or equipment provided by the District **Only current students or employees are authorized to use the network.**

Where possible, Blue Hills takes precautions to restrict access to objectionable material using a filtering and blocking software. This software blocks most visual depictions that are obscene, pornographic, and harmful to minors over the Internet. The District has the right to look at any data, email, files or online activities of users and to access, review, copy, and store or delete any files and disclose them to others as it deems necessary. Users should not expect privacy regarding their use of District property, network and/or Internet access or files, including email.

### Acceptable Uses of the BHR Computer Network or the Internet

Schools must have a signed page acknowledging this policy from each student. Parents or guardians of students under the age of 18 must sign this page and schools must keep it on file. Once signed, the AUP remains in effect until revoked by the parent, or the student loses the privilege of using the District's network due to violation of this policy or is no longer a Blue Hills student. Employees and other users are **required** to sign the AUP and follow this policy. Without a signed AUP, users will be denied use of the Blue Hills network. Access to the network is provided primarily for education and District business. Staff may use the Internet, for personal use only during duty-free time. If a user has a question about what is permissible use on the network, they should ask a teacher, administrator, or the Technology Director. **By using the network, users have agreed to this policy.**

### Unacceptable Uses of the Computer Network or Internet

Below are examples of inappropriate activity on the District network, but the District reserves the right to take immediate action regarding activities (1) that make security and/or safety issues for the users, schools, network or computer resources, or (2) that use District resources for non-educational purposes, or (3) other activities as determined by District as inappropriate. All the rules for students of Blue Hills apply when you are on the network.

- **Violating any state or federal law, such as: Accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, users confidential information;**
- **Plagiarizing the works of others, disrespect copyrighted materials and to not properly credit all works cited from Internet resources;**
- **Criminal activities that can be punished under law; such as selling or purchasing illegal items or substances;**
- **Obtaining and/or using anonymous email sites; spamming; spreading viruses; game playing;**
- **Causing harm to others or damage to their property, such as:**
  1. Using disrespectful, insulting, or impolite language; bullying, threatening, or making harmful or false statements about others;
  2. Accessing, transmitting, or downloading offensive, harassing, or disparaging materials;

3. Defacement of other users email and data; such as deleting, copying, changing, or forging other users' names, emails, files, or data; disguising one's identity, impersonating other users, or sending anonymous email;
  4. Vandalism includes, but is not limited to, the altering of workstation operating system files, intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs;
  5. Using any District computer to pursue hacking;
  6. Using any proxy websites to bypass filtering
- **Sharing account information that may lead to inappropriate use of network**
    1. Sharing users private passwords;
    2. Allowing other users to use your account; or
  - **Using the BHR network for commercial gain:**
    1. Using the Internet to offer, provide, or purchase products or services for financial gain

#### **Student Internet Safety**

1. Users will not share personal contact information or photos of themselves or other people. Such as: name address, phone number, school information, or work information
2. Users must be polite; do not use abusive or inappropriate language;
3. Users will not agree to meet with someone they have met online; and
4. Users will promptly disclose to a teacher or adult any message received that is inappropriate

#### **Penalties for Improper Use**

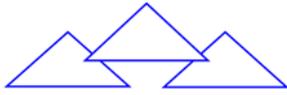
**The use of a District account is a privilege, not a right, and misuse will result in the restriction or cancellation of the account. Under appropriate circumstances, law enforcement officials may be notified.**

#### **Disclaimer**

Inappropriate behavior on the part of the user while accessing the BHR network may result in the loss of Internet access privileges. Under appropriate circumstances, law enforcement officials may be notified. The BHR system, along with any other persons or organizations associated with the school Internet link-up, will not be liable for the actions of anyone connecting to the Internet through the school. All users shall assume full liability, legal, financial or otherwise, for their actions while connected to the Network. The District also takes no responsibility for any information or materials accessed or transferred from the Internet. Parents, guardians or users agree to accept financial responsibility for any damages or expenses incurred as a result of inappropriate or illegal activity while using the BHR Internet access.

The BHR system makes no guarantee, implied or otherwise, regarding the validity of information accessed on the Internet, nor does it guarantee protection against corruption of electronic files when information is downloaded. The BHR system reserves the right to modify these guidelines at any time.

*The Blue Hills Regional Technical School District believes in equal employment and educational opportunities for its employees and students and does not discriminate on the basis of race, color, creed, national origin or sex in compliance with Title VI and Title IX or disability, in compliance with section 504/ADA or sexual orientation in compliance with G.L. c J51 and 157c.*



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### **Acceptable Use Policy for Students, Parents, and Staff**

#### **Student/Staff:**

I have read, understand, and will abide by the attached Acceptable Use Policy for use of the Blue Hills Regional Technical Schools electronic network. I further understand that any violation of the attached regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action will be taken.

Faculty's Name (please print): \_\_\_\_\_

Faculty's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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