ACCEPTABLE USE POLICY

Colby School District is pleased to offer students and staff access to a computer network for electronic mail and the Internet. Should a parent decide that a student not have e-mail and Internet access, use of the computers is still possible for more traditional purposes such as word processing.

WHAT IS POSSIBLE?

Access to e-mail and the Internet will enable users to explore thousands of libraries, databases, museums, and other repositories of information and to exchange personal communication with other Internet users around the world. The District filter limits access to inappropriate material. However, the filter is not entirely effective in blocking access (no filter is) and, therefore, we cannot guarantee that your child will not gain access to inappropriate material.

Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive. While the purposes of the school are to use Internet resources for constructive educational goals, students may find ways to access other materials. We believe that the benefits of the Internet, in the form of information resources and opportunities for collaboration, exceed the disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Therefore, we support and respect each family's right to decide whether or not to restrict access.

WHAT IS EXPECTED?

Users are responsible for appropriate behavior on the school's computer network just as they are in a classroom or on a school playground. Communications on the network are often public in nature. General school rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules. The use of the network is a privilege, not a right, and may be revoked if abused. The user is personally responsible for his/her actions in accessing and utilizing the school's computer resources.

WHAT ARE THE RULES?

1.   Personal Safety (Restrictions are for students only)

    a. Users will not post personal contact information about themselves or other people. Personal contact information includes address, telephone, school address, work address, or any other personal information.

    b. Users will not agree to meet with someone they have met online without their parent's approval and participation.

    c. Users will promptly disclose to their teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.

2.   Illegal Activities

    a. Users will not attempt to gain unauthorized access to the district system or to any other computer system through the district System, or go beyond their authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing".

b. Users will not make deliberate attempts to disrupt the computer system performance or destroy data by spreading computer viruses or by any other means. These actions are illegal.

c. Users will not use the district system to engage in any illegal act.

3. System Security

a. Users are responsible for the use of their individual account and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide their password to another person.

b. Users will immediately notify the system administrator if they have identified a possible security problem. Users will not go looking for security problems, because this may be construed as an illegal attempt to gain access.

4. Inappropriate Language

a. Restrictions against Inappropriate Language apply to public messages, private messages, and material posted on Web pages.

b. Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.

c. Users will not post information that, if acted upon, could cause damage or a danger of disruption.

d. Users will not engage in personal attacks, including prejudicial or discriminatory attacks.

e. Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a user is told by a person to stop sending them messages, they must stop.

f. Users will not knowingly or recklessly post false or defamatory information about a person or organization.

5. Inappropriate Access to Material

a. Users will not use the district system to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature).

b. If a user inadvertently accesses such information, they should immediately disclose the inadvertent access in a manner specified by their school. This will protect users against an allegation that they have intentionally violated the Acceptable Use Policy.

6. Respecting Resource Limits

a. Users will use the system only for educational and professional or career development activities.

b. Users will not install files without permission from the system administrator.

c. Employees are allowed no more than 5 GB of network storage, unless specifically approved by administration.

d. Students are allowed no more than 1 GB of network storage, unless specifically approved by an administrator.