



Center Grove Community School Corporation Acceptable Use Policy

Center Grove Community School Corporation is committed to the effective use of technology, which offers vast, diverse, and unique resources to our students and staff. This includes incorporating activities and programs aimed at promoting educational excellence by facilitating resource sharing, research, innovation, and communication. The "Technology System" referred to in this document includes all Corporation computers, telecommunication resources, and services, such as host computers, laptops, peripheral devices, software, telephone systems, and internal or external communication networks (Internet, on-line services, discussion forums, and e-mail systems) that are accessed directly or indirectly from the Corporation facilities.

The Acceptable Use Policy has been established so students and staff are aware of the responsibility governing the use of technology systems in the Center Grove Community School Corporation. Self discipline, responsibility, and cooperation are encouraged for the efficient operation of the technology environment. Students, parents, and school personnel share the responsibility for effectively implementing and reinforcing the Internet as an educational tool. Noncompliance with this policy will result in sanctions and/or prohibition of the technology services and be subject to disciplinary action by school administration. The use of the technology services is a privilege, not a right, and inappropriate use will result in cancellation of those privileges. These guidelines require the ethical and legal utilization of the technology resources provided by the Center Grove Community School Corporation.

Access to computer hardware and software is provided to students and staff for the purpose of enhancing curriculum, instruction, and assessment, as well as promoting the efficiency of school operations. Any media produced, transmitted, or stored as a result of the technology system will remain the property of the Center Grove Community School Corporation. Accordingly, the Center Grove Community School Corporation reserves the right to inspect and monitor any and all aspects of the technology system at its sole discretion, including files, e-mail, and other electronic transmissions, produced by or stored within the system. The Center Grove Community School Corporation reserves the right to revoke a user's access at any time and may confiscate any media or copies of any media produced, transmitted, or stored as a result of the technology system. The Center Grove Community School Corporation is responsible for enforcing this policy, the authorization of user access to the system, and the maintenance of all software and hardware licensing documentation, in compliance with Federal and State laws.

All users have a responsibility to acknowledge and abide by this policy. Each individual has the obligation to report potential or actual violations of this policy to school personnel. The use of the Internet resources which violates any local, state, or federal laws is prohibited. Violations of this policy may result in disciplinary action, including termination of technology system access rights, and/or legal action if there is a violation of the law. Users may also be held personally liable for their actions.

Terms and Conditions

All users are responsible for complying with software license agreements, copyright, and other Federal and State laws governing property rights. Users are also responsible for safeguarding their passwords for the technology system and for any and all transactions made using those passwords. Users are not permitted to reveal personal information, such as address, phone numbers, credit card numbers about themselves or other students, faculty, and staff.

Users requiring access to the technology system must obtain permission from and be supervised by school personnel. Illegal or unauthorized access to the technology system will not be tolerated. Users will be assigned network space for saving data; accessing other areas, or attempting to access other areas, on the network is a violation of this policy. It is strictly forbidden to use the Internet resources to access another person's materials, information, or files without that person's permission. The technology system is intended to be used for educational and school business-related purposes only. Any media produced and/or transmitted by electronic communication must comply with Federal and State laws, as well as school policy. Product advertising, political lobbying, purchasing personal items or services, and solicitation while using the technology system is prohibited.

Users are not to utilize the system in such a way that it restricts, inhibits, or disrupts other system users, services, or equipment. Accessing, transmitting, uploading, downloading, or distributing of defamatory, abusive, obscene, profane, sexually-oriented, threatening, harassing, racially offensive, illegally discriminatory, or other illegal materials is prohibited.

All hardware and software installations on Center Grove Community School Corporation equipment must be performed or supervised by authorized school personnel. Violating copyrights or otherwise using another person's property without prior approval or proper citation is not allowed. Transmitting of any material in violation of any local, State, or Federal statute, rule, regulation, code, ordinance, or other authority is prohibited. This includes, but is not limited to the plagiarizing of material, infringement upon copyrighted materials, threatening or obscene material, or material protected by trade secrets.

Using non-approved materials or software for the purpose of damaging hardware and data, as well as introducing computer viruses into the system environment is a serious violation. Vandalism includes, but is not limited to any attempt to harm or destroy data, the Corporation's networking system, or any of the agencies or other networks connected to the technology system, which includes the Internet. This includes uploading, downloading, or the creation of computer viruses. Removing or rearranging permanent computer equipment and software without prior approval is considered vandalism. Users are not permitted to take equipment off-site without permission from an administrator. Vandalizing, damaging, stealing, or disabling the property of another individual, organization, or school is a serious violation and subject to strict disciplinary action according to school policy, as well as local, State, and/or Federal laws.

E-mail is designated for educational purposes only. Personal correspondence, announcements, and/or other casual communications should be conveyed through other means. E-mail systems and all media produced, transmitted, and/or stored will remain the property of the Center Grove Community School Corporation. School personnel will inspect and monitor the technology system and the media produced, transmitted, and/or stored as deemed appropriate to ensure compliance with this policy.

Center Grove Community School Corporation cannot guarantee privacy, confidentiality, or prevent access to inappropriate material on the technology system, which includes the Internet. Every precaution will be taken to prevent unsolicited materials from being placed on the system. Therefore, only authorized school Internet accounts are permitted for use on the technology system. Strict adherence to the provisions of the Acceptable Use Policy will ensure that Internet transmissions are consistent with the Corporation's standards of ethics and conduct. Center Grove Community School Corporation will make available all Internet-related policies and procedures for review by all parents, guardians, school employees, and other community members. Parents or legal guardians may request, in writing, alternative activities not requiring Internet access.

In consideration for the Center Grove Community School Corporation providing access to the technology system, the user and parents or guardians will agree to accept all liability, loss or damages as a result of claims, demands, attorney's fees, costs, or judgments arising out of the user's violation of these terms and conditions. Center Grove Community School Corporation will make no warranties of any kind, whether expressed or implied for the service it is providing.

I have read and understand that my child is required to adhere to this policy.

Parent Signature

I have read and will abide by this policy.

Student Signature