I. Statement of Policy:

The use of computers and access to the Richfield Springs Central School network and internet is a privilege, not a right. Unacceptable use may result in cancellation of the privilege for any user, whether that user is a student, a staff member, or a community member.

II. Terms and Conditions of Use:

The use of the network/Internet is for the purpose of education, communication, or research and must be consistent with the educational objectives of the district as set forth in written board policy.

A. Users will not disclose their passwords to others or use the passwords of others.

B. Users shall not intentionally seek information, obtain copies of, or modify files belonging to other users or misrepresent other users on the network.

C. Users will not attempt to obtain unauthorized access to any account or network security level other than those specifically provided for their use.

D. Users are not to install software of any type on any computer without permission from the Technology Director or network support personnel.

E. Software that has the potential to damage the integrity and/or security of the network will not be used on any computers, nor will it be stored in student accessible sources on any of the fileservers.

F. Users will not damage, disable, or otherwise interfere with the operation of computers, computer systems, software, or related equipment through physical action or by electronic means.

G. Malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computer system is prohibited.

H. Users will not use the Richfield Springs Central School network to obtain, download, send, print, display or otherwise gain access to or to transmit materials that are unlawful, obscene, pornographic or abusive.

I. Users will not install, upload, or download materials that infringe on the rights of others, including but not limited to, software programs, music, designs, and all kinds of literacy and artistic works, nor will they use software not provided by the Richfield Springs Central School District.
J. Instant messaging and “chat” sites are not considered a purposeful use of the RSCS computer network. Accessing these sites is a violation of the Acceptable Use Policy (AUP).

K. Student email access is limited to school approved email only.

L. Student home directories on the file server are not visible to other students. However, teachers and administrators do have “READ ONLY” access to these folders. Material relating to or in support of illegal activities may be reported to the authorities.

M. No user has an expectation of privacy with respect to computer files stored on the district's computer network system.

N. Any use of the network for commercial or private business is prohibited.

O. Unauthorized use of the network for product advertisement or political lobbying is prohibited.

P. Attempting to access web sites blocked by our filtering system is a violation of the AUP. Attempting to use proxy sites to gain access to filtered sites is a violation of the AUP.

Q. When a user feels that he/she can identify a security problem on the network, he/she must notify a teacher if the user is a student. The teacher or staff member will then immediately notify the technology director.

R. From time to time, the Richfield Springs Central School’s Technology Committee will make determinations on whether specific uses of the network are consistent with the Acceptable Use Policy.

S. Richfield Springs Central School reserves the right to remove a user account on the network to prevent further unauthorized activity.

T. The Richfield Springs Central School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Richfield Springs Central School District will not be responsible for any damages incurred. This includes loss of data (resulting from delays, nondeliveries, misdeliveries) or service interruptions caused by negligence, errors, or omissions. The Richfield Springs Central School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

III. Due Process:
A. School employees who have violated the AUP will lose network access pursuant to rule “S” above. Additional internal disciplinary actions as outlined in employee contracts may also result from AUP violations.

B. Students who have violated the AUP will lose network access pursuant to rule “S” above. Additional disciplinary actions as outlined in the school Code of Conduct may result from AUP violations.

C. Due to the serious impact that may result from AUP violations disciplinary actions may include criminal prosecution.

IV. Laptop Program

A. The 1 to 1 Laptop Program is also governed by this policy.