

**ADMINISTRATIVE GUIDELINES FOR COMPUTER USE**  
District Network and Internet  
Strasburg C-3 Schools

The Strasburg School District offers network and Internet access for teacher and student use. This document contains the Acceptable Use Policy for use of the network system. Both parents and students should read the policy carefully before signing the Student User Agreement.

**A. Educational Purpose**

1. The network and Internet access has been established for a limited educational purpose. The term "educational purpose" includes classroom activities, career development, and high-quality self-discovery activities.
2. The network and Internet access has not been established as a public access service or a public forum. The Strasburg School District has the right to place reasonable restrictions on the materials accessed or posted through the system. Students are expected to follow the rules set forth in the district's disciplinary policies and federal, state and local laws.
3. The network and Internet may not be accessed for commercial purposes. This means you may not offer, provide, or purchase products or services through the network or the Internet.

**B. Student Internet Access**

1. All students will have access to Internet information resources through their classroom, library, or school computer lab.
2. Students will have e-mail access only under their teacher's direct supervision. Student e-mail accounts will only be used for instructional purposes.
3. Internet will be limited to classroom activities. Access to private e-mail and chat rooms will not be allowed.
4. Parents and students must sign a Network User Agreement for students to be granted Network and Internet access. Parents can withdraw their approval at any time.

**C. Responsibility of Network Users**

With the rights and privileges of network use come certain responsibilities. Users need to familiarize themselves with their responsibilities. Conduct that is in conflict with the responsibilities outlined in this document may result in the loss or restriction of network privileges and other disciplinary actions.

1. Posting personal contact information is prohibited.  
Personal contact information includes the full name, address, telephone, picture, etc.

2. All network users have the right to equal access to network resources. The system is to be used only for educational and career development activities and limited, high-quality self-discovery activities. No single user should monopolize a computer or a network.
3. Network users must respect all copyright issues regarding software, information, and the attributions of authorship. Commercial software may not be installed on the system except under the direct supervision of the network administrators.
4. Use of network for any illegal activities is prohibited.
  - (a) Illegal activities include any purpose or activity that is prohibited by federal, state or local laws, rules, or regulations.
  - (b) Tampering with computer hardware or software, unauthorized entry into computers, or knowledgeable vandalism or destruction of computer files are considered a crime under state and federal law.
  - (c) Network users will not attempt to go beyond the user's unauthorized access to the school network, or to any other computer system through the school network. This includes attempting to login through another person's account or access another person's file. These actions are illegal, even if only for the purpose of "browsing."
5. Deliberate attempts to degrade or disrupt system performance of the school network or any other computer system or network on the Internet by spreading computer viruses is considered criminal activity under state and federal law.
6. Profanity or obscenity will not be tolerated. All network users should use language appropriate for school situations as indicated by school codes of conduct.
7. Access only educationally appropriate material
  - (a) The network is not to be used to access material that is profane or obscene, that advocates illegal acts, or that advocates violence or discrimination toward other people.
  - (b) If inappropriate material is mistakenly accessed, the supervising teacher must be notified.

**Student User Agreement  
Strasburg C-3 School  
Strasburg District Network**

**Student Section**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

I have read the Strasburg District Use Policy. I agree to follow the rules contained in this Policy. I understand that if I violate the rules my access can be terminated and I may face other disciplinary measures as outlined in the district's disciplinary policies.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**Parent or Guardian Section**

I have read the Strasburg District Acceptable Use Policy. I hereby release the district, its personnel, and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from my child's use of, or inability to use, the District system, including, but not limited to claims that may arise from the unauthorized use of the system to purchase products or services.

I will instruct my child regarding any restrictions against accessing material that are in addition to the restrictions set forth in the District Acceptable Use Policy. I will emphasize to my child the importance of following the rules for personal safety.

I give permission for my child to use the district network.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

I have read the Strasburg District Acceptable Use Policy, and I request that my child be restricted from using the district network.

I deny permission for my child to use the district network.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Name \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_