ACCEPTABLE USE POLICY
Computer, Network, and Internet Usage

Laporte School District ISD #306
Approved by the Laporte School Board 08/14/2006

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Acceptable Use

Laporte School District #306 offers students and staff access to computer, network, and internet resources to support educational activities and research, as well as assist in the daily operations and support the educational objectives of Laporte School.

Unacceptable Use

1) **It is unacceptable to, on purpose, bypass security measures in place on individual computers, the Laporte School network, and the internet.**

    Examples:
    - Logging in as someone else on a Laporte computer
    - Giving your password to another student for them to access the internet
    - Accessing files on the school network that are not your own

2) **It is unacceptable to use a computer at Laporte School for your personal financial gain.**

    Examples:
    - Managing eBay sales
    - Printing flyers / advertisements for a personal business
    - Advertising on a website belonging to Laporte School

3) **It is unacceptable to view, save, or distribute adult-related materials on a computer at Laporte School.**

    Examples:
    - Viewing pornography
    - Viewing explicit lyrics to songs online
    - Reading or viewing adult-related humor, including humor sexual or racial in nature.

4) **It is unacceptable to, on purpose, disable or physically damage computer and network devices at or belonging to Laporte School.**

    Examples:
    - Hitting or throwing computer equipment
    - Unplugging computer or network equipment while it is in use

- Forcing foreign objects into computer cases
- Opening the case and messing around with the inside components of a computer without proper supervision

5) **It is unacceptable to use online chat rooms and social websites, for the protection of students' privacy, while at Laporte School.**

   Examples:
   - Chatting online using MSN Messenger, Yahoo Chat, or inside an online chat room
   - Accessing social websites such as MySpace or Friendster

6) **It is unacceptable to use computer and network resources at Laporte School to distribute personal information of any student online.**

   Examples:
   - Telling anybody in a chatroom or in an email message where a student lives
   - Posting a student's telephone number on an internet message board

7) **It is unacceptable to use Internet and Computer resources to harass or threaten ANYBODY, regardless of whether or not they attend or work at Laporte School.**

   Examples:
   - Sending an e-mail with a threatening message
   - Printing letters that insult or demean another person
   - Posting messages online that insult or demean another person

8) **It is unacceptable to, on purpose, hack into and/or take personal control of computer resources in Laporte School.**

   Examples:
   - Using a computer as a personal e-mail, file, or chat server
   - Using a computer as a network gateway for a private network
   - Lock out the computer from being used for acceptable school use

9) **It is unacceptable to use computer and network resources at Laporte School for any illegal act, including but not limited to:**

   - Plagiarism
   - Violating copyright, including copying music CDs or computer game CDs
   - Gambling with money
   - Viewing, publishing, or distributing child pornography
   - Threatening government officials
   - Hacking into private servers or databases

Consequences of Unacceptable Use

1) **For a first minor offense,** where the student can stop the misuse without any damage being done, the student will receive a warning to stop.

2) **For a second minor offense or first offense of rules 1 – 6** (except in cases involving pornography), the student will lose their internet access for one week.

3) **For a third minor offense, second offense of rules 1 – 6** (except in cases involving pornography), **or first offense all other rules,** the student will lose their internet access for a month, their parents will be notified, and the administration may issue further consequences as necessary.

4) **Any further offenses** may lead to further consequences by administration, including loss of internet and/or full computer access for the rest of the year.

In Addition…

5) **Any student who loses their internet privileges** may lose partial or full credit for any assignments requiring internet access, depending on the discretion of the teacher.

6) **Any student responsible for physical damage of computer or networking equipment** will be held responsible to pay for the replacement of the damaged equipment.

7) Consequences last for only the length of the school year, unless otherwise determined by the administration.

I have read and understand the Laporte Acceptable Use Policy.

Name: _____   Date: _____

Your username for your account will be [firstname].[lastname]. Example: if your name was John Doe, your username would be john.doe .

Below, write what you want your password to be. (Tips for your password: do NOT have it be the same thing as your username, or any part of your name.)

Password: _____

When finished, return this to your advisor or to Mr. Lien.