

SNOWFLAKE UNIFIED SCHOOL DISTRICT
Electronic Information Services Acceptable User Agreement
Terms, Conditions, and Permissions

The appropriate use of the Electronic Information Service supports the vision, mission, goals, and objectives as defined by the District Policy. Teachers/staff will maintain supervision of students using Electronic Information Service resources, but cannot always control the appropriateness, accuracy, or accessibility to such resources. Ultimately, parents and guardians of minor students are responsible for setting and conveying the standards and values their children should follow. The District supports each family's right to decide whether or not to allow their student access to these services.

THE FOLLOWING GUIDELINES APPLY:

Acceptable Use to include, but not limited to the following:

- To support educational objectives and enhance the mission of SUSD
- To conduct official SUSD business
- Exhibit exemplary behavior on the network as a representative of your school and community. Be polite!
- Network accounts are to be used only by the authorized owner of the account for the authorized purpose.

Unacceptable Use to include, but not limited to the following:

- Student use of any messaging software (email, social media app, chat, or discussion board) to communicate with another students or someone off campus for non-educational purposes related to specific class assignments.
- Use of email to forward chain letters, hate mail, harassment, jokes, threats or advertising
- Playing or downloading games or music from the internet for non-educational purposes
- Student searching and or viewing of any video content that is not specifically related to teacher led instruction.
- Downloading or uploading files, software, or documents without permission. Accessing or processing of pornographic material.
- Violating copyright laws
- Plagiarism
- Attempting or gaining access to unauthorized files.
- Establishing network or internet connections to live communications, including voice and video (relay chat) is prohibited unless specifically authorized by the system administrator or for use with distance learning.
- Any malicious behavior including creating/transferring viruses, deleting, tampering file contents or properties or damage to or removal of hardware or software components.
- Installation of unauthorized and/or non-licensed software.
- Use of the network for any unlawful purpose is prohibited.

STAFF RESPONSIBILITIES:

- Staff members who supervise students, control electronic equipment, or otherwise have occasion to observe student use of said equipment shall make reasonable efforts to monitor the use of this equipment to assure that it conforms to the mission and goals of SUSD.

USER RESPONSIBILITIES:

- Use of EIS provided by SUSD is a privilege. This resource is offered to staff, students and other patrons at no cost. In order to maintain the privilege, users agree to learn and comply with all of the provisions of this policy.

CONTRACT FOR ELECTRONIC INFORMATION SERVICES

- I understand and agree to abide by the above guidelines and restrictions.
- I will use the EIS to support educational objectives within the defined educational goals and objectives of the district.
- I understand that improper use may result in disciplinary action and or cancellation of my EIS privileges.
- I understand that I will only be allowed to used EIS resources when this signed agreement is on file in the appropriate school office.

PERMISSIONS AND SIGNATURES

User Name (please print): _____
First Middle Last

User Signature: _____ Date: _____

PARENT PERMISSION FOR STUDENT USERS:

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____ Date: _____

_____ I DO NOT WANT MY CHILD TO HAVE ACCESS TO THE INTERNET AT SCHOOL

*Complete copy of District Electronic Information System Policy is available at each site.