

It is incumbent upon all members of the school community use technology responsibly, ethically, and respectfully for the work of others.

Access to electronic information resources and computer networks is a privilege, not a right. To ensure that these resources remain available and in working order, Hebron Public Schools has established an Acceptable Use Policy and Guidelines, which define the procedures and parameters under which these resources may be used by all volunteers. All users must submit annually a signed Acceptable Use Agreement (detailed below). Violations of the Acceptable use Policy is deemed as violations of school behavioral expectations and codes.

I, _____, as a user of the Hebron School District's electronic information resources and computer networks including but not limited to desktop, laptop, and tablet computers, accept and agree to abide by the Internet/Computer Networks Use Policy of the Hebron Board of Education and with the following pre-conditions of my use:

1. I will use electronic information resources only for educational and research purposes - and only as those purposes are consistent with the educational objectives of the Hebron Board of Education;
2. I will use electronic information resources in a responsible, ethical, and legal manner at all times;
3. I will be considerate of other electronic information users and their privacy, and I will use polite and appropriate language at all times while accessing and using these resources;
4. I will not send out any form of communication that harasses, threatens, or is discriminatory;
5. I will not access any material that is obscene, harmful, or prohibited by law;
6. I will not give out any personal information about myself or anyone else while using these resources, other than my first name and school e-mail address;
7. I will maintain confidentiality of my username and password by not sharing it with others and not using another's username and password;
8. I will make responsible decisions while accessing and using these resources;
9. I will maintain the security of files and data by not modifying, copying, or deleting files of other users without their consent;
10. I will not knowingly degrade or disrupt electronic information resources, services, or equipment, and I understand that such activity may be considered to be a crime and includes, for example, tampering with computer hardware and software, vandalizing or modifying data without permission, invoking computer viruses, attempting to gain access to restricted or unauthorized networks or network services, or violating copyright laws;
11. I will immediately report any problems or breaches of these responsibilities, or any inappropriate messages received, to my teacher or to the school personnel who are supervising my use of these resources;

12. Any electronic resource provided for use outside of the school will be accessed only by the person it is assigned to.

13. I will act responsibly at all times and will avoid all other activities that are considered to be inappropriate in the non-electronic school environment;

14. If I do not follow these rules, I know that I may lose my privilege to use school electronic information resources and computer networks, that I may be disciplined for not following the rules, and that I may have to pay for any damage I cause by my misuse of these resources;

15. I am aware that the inappropriate use of these resources can be a violation of local, state, and federal laws and that I may be prosecuted for violating those laws

Acceptable Use Agreement for Electronic Information Resources Volunteer

I have read the rules I should follow when I am using *Hebron School District's electronic information resources and computer networks*. I understand the guidelines and I will follow them.

Signed: _____
(Volunteer)