

Uxbridge Public Schools

Office of the Superintendent
21 South Main Street • Uxbridge, MA 01569
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George Zini
Superintendent of Schools

Donald R. Sawyer
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Acceptable Use Policy for Students, Parents, Faculty, and District Personnel

Uxbridge Public Schools (UPS) provides student users and staff access to the district's electronic network. The District's Acceptable Use Policy ("AUP") are the rules and procedures for the acceptable use of the Uxbridge Public Schools electronic network and the Children's Internet Protection Act ("CIPA") requirements. The "user" includes anyone using the computers, Internet, email or equipment provided by the District. **Only current students or employees are authorized to use the network.**

Where possible, UPS takes precautions to restrict access to objectionable material using a filtering and blocking software. This software blocks most visual depictions that are obscene, pornographic, and harmful to minors over the Internet. The District has the right to look at any data, email, files or online activities of users and to access, review, copy, and store or delete any files and disclose them to others as it deems necessary. Users should not expect privacy regarding their use of District property, network and/or Internet access or files, including email.

Acceptable Uses of the UPS Computer Network or the Internet

Schools must have a signed page acknowledging this policy from each student. Parents or guardians of students under the age of 18 must sign this page and schools must keep it on file. Once signed, the AUP remains in effect until revoked by the parent, or the student loses the privilege of using the District's network due to violation of this policy or is no longer an UPS student. Employees and other users are required to sign the AUP and follow this policy. Without a signed AUP, users will be denied use of the UPS network. Access to the network is provided primarily for education and District business. Staff may use the Internet, for personal use only during duty-free time. If a user has a question about what is permissible use on the network, they should ask a teacher, administrator, or the Technology Director. **By using the network, users have agreed to this policy.**

Unacceptable Uses of the Computer Network or Internet

Below are examples of inappropriate activity on the District network, but the District reserves the right to take immediate action regarding activities (1) that make security and/or safety issues for the users, schools, network or computer resources, or (2) that use District resources for non-educational purposes, or (3) other activities as determined by District as inappropriate. All the rules for students of UPS apply when you are on the network.

- **Violating any state or federal law, such as: Accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, users confidential information;**
- **Plagiarizing the works of others, disrespect copyrighted materials and to not properly credit all works cited from Internet resources;**
- **Criminal activities that can be punished under law; such as selling or purchasing illegal items or substances;**
- **Obtaining and/or using anonymous email sites; spamming; spreading viruses; game playing;**
- **Causing harm to others or damage to their property, such as:**

1. Using disrespectful, insulting, or impolite language; bullying, threatening, or making harmful or false statements about others;
 2. Accessing, transmitting, or downloading offensive, harassing, or disparaging materials;
 3. Defacement of other users email and data; such as deleting, copying, changing, or forging other users' names, emails, files, or data; disguising one's identity, impersonating other users, or sending anonymous email;
 4. Vandalism includes, but is not limited to, the altering of workstation operating system files, intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs;
 5. Using any District computer to pursue hacking;
 6. Using any proxy websites to bypass filtering
- **Sharing account information that may lead to inappropriate use of network**
 1. Sharing users private passwords;
 2. Allowing other users to use your account; or
 - **Using the UPS network for commercial gain:**
 1. Using the Internet to offer, provide, or purchase products or services for financial gain

Student Internet Safety

1. Users will not share personal contact information or photos of themselves or other people. Such as: name address, phone number, school information, or work information
2. Users must be polite; do not use abusive or inappropriate language;
3. Users will not agree to meet with someone they have met online; and
4. Users will promptly disclose to a teacher or adult any message received that is inappropriate

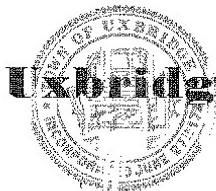
Penalties for Improper Use

The use of a District account is a privilege, not a right, and misuse will result in the restriction or cancellation of the account. Under appropriate circumstances, law enforcement officials may be notified.

Disclaimer

Inappropriate behavior on the part of the user while accessing the UPS network may result in the loss of Internet access privileges. Under appropriate circumstances, law enforcement officials may be notified. The UPS system, along with any other persons or organizations associated with the school Internet link-up, will not be liable for the actions of anyone connecting to the Internet through the school. All users shall assume full liability, legal, financial or otherwise, for their actions while connected to the Network. The District also takes no responsibility for any information or materials accessed or transferred from the Internet. Parents, guardians or users agree to accept financial responsibility for any damages or expenses incurred as a result of inappropriate or illegal activity while using the UPS Internet access.

The UPS system makes no guarantee, implied or otherwise, regarding the validity of information accessed on the Internet, nor does it guarantee protection against corruption of electronic files when information is downloaded. The UPS system reserves the right to modify these guidelines at any time.



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Student/Staff:

I have read, understand, and will abide by the attached Acceptable Use Policy for use of the Uxbridge Public Schools electronic network. I further understand that any violation of the attached regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action will be taken.

Student's Name (please print): _____

Student's Signature: _____ Date: _____

Parent or Guardian:

(If you are under the age of 18, a parent or guardian must also read and sign this agreement)

As the parent or guardian of this student, I have read the Acceptable Use Policy for users of the Uxbridge Public Schools electronic network. I understand that this access is designed for educational purposes. The Uxbridge Public Schools will make every reasonable effort to ensure the Internet is used in a responsible way. Every effort will be made to control access to inappropriate material. I recognize it is impossible for UPS to restrict access to all controversial matter and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to grant access to the Internet for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (please print): _____

Signature: _____ Date: _____