

Chillicothe R-II School District Acceptable Use Policy

The Chillicothe R-II School District's information technology resources acceptable use policy covers the following; all e-mails, all Internet access, any network access, and all use of technology devices and peripherals. Information technology resources are provided for educational purposes only. Adherence to the acceptable use policy is mandatory for continued access to the Chillicothe R-2 School District's information technology resources.

Students and Staff Members shall;

- **Respect and protect the privacy of others by;**
 - Using only assigned accounts and not viewing, using, or coping passwords, data, or networks to which they are not authorized.
 - Not distributing, copying, or publishing private information about others or themselves (including photos or videos) without teacher or administrator permission
- **Respect and protect the integrity, availability, and security of all electronic resources by;**
 - Observing all network security practices, as posted.
 - Reporting security risks or violations immediately to appropriate personnel.
 - Not knowingly destroying or damaging data, networks, or other resources that do not belong to them, without written permission of the owner (This is not limited to Chillicothe R-II School District resources).
 - Not knowingly initiate or cause network traffic that inhibits/restricts the availability of technology resources to other users. (Including but not limited to internet radio, video/audio streaming, downloads, uploads)
- **Respect and protect the intellectual property of others by;**
 - Not infringing upon copyrights by intentionally accessing, transmitting, copying, or creating material that is unauthorized (This includes but is not limited to games, movies, music, and software.)
 - Not plagiarizing.
 - Not modifying, copying, deleting files of other users without their consent.
- **Respect and practice the principles of community by;**
 - Communicating only in ways that are kind and respectful.
 - Reporting threatening or discomfoting materials.
 - Not intentionally accessing, transmitting, copying, or creating material that violates the school's code of conduct (such as messages or images that are pornographic, threatening, rude, discriminatory, or meant to harass).
 - Not using the resources to further other acts that are criminal or violate the school's code of conduct.
 - Not sending spam, chain letters, or other mass unsolicited mailings.
 - Not buying, selling, advertising, or otherwise conducting business.
- **Students, if in accordance with the acceptable use policy may;**
 - Design and post web pages and other material from school resources.
 - Use technology resources for educational purposes only.

While the District will take reasonable steps to restrict access to such material (including the use of an Internet content filter), it is impossible to guarantee that such access cannot or will not be gained. It is the student's responsibility to follow the guidelines for appropriate use. The District shall not be liable for users' inappropriate use of the District's technology resources, violations of copyright restrictions or other laws, users' mistakes or negligence, and costs incurred by users. The District shall not be responsible for ensuring the availability of the District's technology resources or the accuracy, age appropriateness, or usability of any information found on the Internet.

Violation of these rules may result in disciplinary action, including but not limited to the loss of privileges to the use the Chillicothe R-2 School District's information technology resources.

Supervision and Monitoring: Chillicothe R-2 School District Administrators, the Network Systems Administrator and any authorized employees do monitor the use of the Chillicothe R-2 School District's technology resources. This is to help ensure that users are secure and in conformity with the acceptable use policy. The Chillicothe R-2 School District reserves the right to examine, use, and disclose any data found within the Chillicothe R-2 School District's information networks. This data may be used as information in disciplinary actions. Upon the request of law enforcement agencies this data will be made available.

Parents, if you feel you do NOT want your child to have Internet access, you will be responsible for informing the Superintendent's Office (1020 Old Hwy 36) in writing, before the end of the second week of school.

Parent(s)/Guardian(s) please discuss these rules with the student to ensure that he/she understands them. You may request a copy of this document to keep and it will also be available at: www.chillicotheschools.org/forms.shtml