

## Acceptable Use Policy

### BISD Electronic Communications System Guidelines

#### AGREEMENT FOR ACCEPTABLE USE OF THE ELECTRONIC COMMUNICATIONS SYSTEM

You are being given access to a sophisticated electronic communications system. It allows access to a variety of applications in both stand-alone and networked environments. You are expected to use these tools to accomplish state, local, and personal educational objectives. In the local network, you will have access to many applications to assist with specific instructional objectives. Through connectivity to the Internet, you will have access to hundreds of databases, libraries, and computer services all over the world. There will also be opportunities to communicate with other schools, colleges, organizations, and people around the world.

The Internet is comprised of many types of communication and information networks. It is possible that you may run across areas of adult content and/or material you might find objectionable. While the District does provide “filtering” software designed to block access to such material, it is not possible to absolutely prevent such access.

Access to technology is a privilege and not a right; therefore, it is important that each user understands his/her responsibilities. It is important that you read this form carefully and ask questions if you need help in understanding it. Inappropriate system use will result in the loss of the privilege to use the various electronic tools. It is your responsibility to follow the rules for appropriate use.

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## ACCEPTABLE USE

### Employee

- Your account is for identified educational and administrative purposes.
- Be courteous and respectful of others.
- Follow copyright laws.
- You are responsible for the proper use of the equipment, Internet, and various accounts assigned to you. The District may suspend or revoke your access if you violate the rules.
- Remember that people who receive e-mail from you with a school address might think your message represents the school’s point of view.

### Student

- Your account is for identified educational purposes.
- Be courteous and respectful of others.
- Follow copyright laws.
- You are responsible for the proper use of the equipment and Internet. The District may suspend or revoke your access if you violate the rules.

## **Non-School**

- Be courteous and respectful of others.
- Follow copyright laws.
- You are responsible for the proper use of the equipment, Internet, and various accounts assigned to you. The District may suspend or revoke your access if you violate the rules.
- A non-school user may only access the District's system at the direction of a BISD administrator.

## **CONSEQUENCES FOR INAPPROPRIATE USE**

- Suspension of access to the system
- Termination of privileges
- Other disciplinary or legal action, consistent with District policies and applicable laws

**I understand that my computer use is not private and the District will monitor my activity on the computer system.**

**I have read the Employee Agreement for Acceptable Use of the**

**Electronic Communications System and agree to abide by its provisions. In consideration of the privilege of using the District's electronic communications system, and in consideration for having access to the public networks; I hereby release the District, its operators, and any institutions with which they are affiliated, from any and all claims and damages of any nature arising from my use of, or inability to use the system, including, without limitation, the type of damages identified in the agreement.**