

**Acceptable Use Policy  
Middle School & High School Students**

The Jackson Christian School (JCS) encourages staff, students, parents and the community to utilize technology resources. These resources are valuable tools for access to and the delivery of information, learning and communication. All users of these technology resources have the responsibility to use them properly. The use of the Network must be in support of education and consistent with the purposes, curriculum and mission of Jackson Christian School.

The use of technology resources is a privilege, not a right. Inappropriate use may result in suspension of privileges, cancellation of privileges, disciplinary action and/or legal action. All technology resources are the property of the district and the district retains the right to access and review all computer files, electronic mail and Internet access. Information that is accessed through or contained on the network is neither confidential nor private. It is expected that all users of technology resources will maintain a high standard of ethical behavior. A student must sign the Acceptable Use Policy Contract before the student can access his/her network account. Your signature(s) on the attached contract is (are) legally binding and indicates the party (parties) who signed has (have read the following Terms and conditions carefully and understand(s) their significance.

**Computer Network:**

- A network account is provided for educational purposes only.
- A network account is to be used only by the authorized user. The sharing of logins, passwords or trespassing in another user's files is prohibited.
- Users are expected to abide by the generally accepted rules of Network Etiquette (Netiquette) including:
  - Be polite. Do not send abusive messages or ones containing inappropriate language.
  - Do not reveal your personal information (address, phone number, etc) or that of other students/colleagues.
  - Do not wastefully use finite resources (paper, network/email storage space, etc.).
  - Do not use the network in such a way that you would disrupt the use of the network by others.
- Email may not be used to spam, advertise/sell personal property, for commercial activities, political lobbying for personal gain, or extensive use for non-curriculum related communication. Messages relating to or in support of illegal activities will be reported to legal authorities.
- Uploading, downloading or transmission of material, information, or software in violation of any policy or federal, state or local law or regulation is prohibited.
- Users may access educational materials for school use via the Internet. Compliance with Copyright notices and/or Terms and Conditions pertaining to a Web site is required. Plagiarism, in any form, is prohibited.
- In compliance with CIPA (Children's Internet Protection Act passed by Congress on 12/15/00) Internet filtering is in place for every networked computer in the school. It is impossible to control access to ALL material on the Internet JCS firmly believes that the availability of valuable information and the potential for interaction on the Internet far outweigh the possibility that users may be exposed to material not consistent with the educational goals of the Jackson Christian School.
- Non-educational communication including, but not limited to, instant messaging, network messaging, and chat rooms, is prohibited.
- Accessing, transmitting, submitting, posting, publishing, or displaying any inappropriate or illegal material including, but not limited to, defamatory, inaccurate, abusive, obscene, profane, sexually oriented, bullying, threatening, racially offensive, or harassing, is prohibited.
- Student network files may be purged at the end of the school year. It is the student's responsibility to back up any files he/she wants to retain.

**Equipment:**

- The user will utilize school hardware (computers/printers/scanners, etc.) with care. Food, drink and candy must be kept away from any hardware.
- To protect your login/files, log off or shut down the computer after use or if the computer will be left idle for a period of time.

**Security:**

- It is the responsibility of every user to notify a staff member or administrator who, in turn, must notify the Technology Coordinator if a Network policy violation or security problem involving a computer, the network or Internet is identified. The user must not in any way communicate and/or demonstrate the problem to others.
- Attempting to login to the network as any other user or disclosing another user's login and password is prohibited.
- Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Network.

**Software:**

- Downloading of software from the Internet without prior permission from the Technology Coordinator is prohibited.
- Installation of software that is not approved by the Technology Coordinator is prohibited.
- Unauthorized copying, use or altering of licensed or copyrighted software is prohibited.

**Tampering:**

- Tampering with, or activities that threaten, the integrity and/or security of any network, computer operating system, software or materials (including, but not limited to, hacking into the network(s), downloading or installing files that will compromise the network(s), transmission or worms, viruses and other malicious codes and accessing any device or data without proper authorization) is prohibited.

**Disclaimer:**

Jackson Christian School makes no guarantee of any kind, whether expressed or implied, for the network. JCS specifically denies any responsibility for the accuracy or quality of information obtained through its services. JCS staff and Board of Education members are released and indemnified from:

- Any damages users may suffer including, but not limited to, loss of data resulting from delays, nondeliveries, misdeliveries, interruptions in service, or other reasons.
- Any fees, expenses or damages a user incurs as a result of use, or misuse, of the network. JCS retains the right to monetary restitution from the user.
- Any claims, causes of action and damages of any nature arising from the use, or inability to use, the network.
- Unauthorized financial obligations, identity theft or fraud resulting from JCS provided access to the Internet and/or email.

**Terms and conditions:**

All terms and conditions as stated in this document are applicable to Jackson Christian School. These Terms and Conditions reflect the entire agreement of the parties and supersede all prior oral or written agreements and understanding of the parties. These Terms and conditions shall be governed and interpreted in accordance with the laws of the state of Michigan, and the United States of America. These Terms and Conditions are subject to change with proper notification to the registered users.

## Acceptable Use Policy Contract Middle School & High School Students

**Terms and conditions:**

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**I Accept:**

I have read and understand the Jackson Christian School's Acceptable Use Policy. I will adhere to the Terms and Conditions set forth in order to obtain a JCS account and Internet access. I further understand that any violation of these Terms and Conditions may result in suspension of privileges, cancellation of privileges, disciplinary action and/or legal action.

Name (Please print) \_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_ Grade: \_\_\_\_\_

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Signature \_\_\_\_\_  
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