

SUBJECT: STUDENTS ACCEPTABLE USE POLICY (AUP) FOR DISTRICT COMPUTER SYSTEMS



Niagara Falls City School District: Students Using Technology in School Grades 3-6

WHAT IS THE AUP?

AUP stands for **Acceptable Use Policy**. It means that you agree to only do **acceptable** things when you are using Niagara Falls City School District (NFCSD) computers. The NFCSD has rules that all students have to follow when they use the Internet. The Acceptable Use Policy tells you and your parents what is acceptable. It's a **contract** you must sign for you to be allowed to use NFCSD computer equipment.

WHY DOES THE NFCSD HAVE AN AUP?

A lot of people use the Niagara Falls City School's **network** and school computers. We need to make sure that everyone feels comfortable and safe using the network. We all also need to make sure that our computers and printers are in working order for everyone to use.

WHY DO I HAVE TO BE RESPONSIBLE FOR WHAT I DO ON THE NFCSD NETWORK?

Using the Internet in school is a **privilege not a right**. The **Niagara Falls City School District network, web pages, and email accounts** are **NOT** private. NFCSD staff and the Niagara Falls City Police are able to "**monitor**" everything you do on the school computers. This means someone can read what you write and see the web pages that you visit. **THINK** -- before you do anything online that you would not do in front of your teachers or parents.

WHAT HAPPENS IF A STUDENT DOES NOT FOLLOW THE RULES IN THE AUP?

The NFCSD has **consequences** or punishment for students who use the Internet in unacceptable ways. Just like when someone breaks classroom rules there are "consequences if you don't follow

the rules in the AUP rules. You need to report to a teacher or other adult anything you see online that does not follow the rules listed in the AUP. If you do not follow this policy, you can lose your

computer privileges in school. You can also be punished under the **Code of Conduct**. The Niagara Falls City Police will get involved if a student breaks a law.

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Niagara Falls City School District AUP: Student Responsible Use

1. I AM RESPONSIBLE FOR MY COMPUTER and E-MAIL ACCOUNTS. I

will not give my password to anyone. I will log off from my account when I am finished.

If I see another person's inappropriate work on a computer screen, I will tell an adult. I

will wait to use the computer until an adult has removed the material.

2. I AM RESPONSIBLE FOR MY LANGUAGE. I will only use language on the Internet

and in my school email that I would use in the classroom with my teacher. I will not use bad

words when I use a computer.

3. I AM RESPONSIBLE FOR HOW I TREAT OTHER PEOPLE. I will not write

anything mean or hurtful to another person. I will not be a bully or make fun of anyone. I

will not stalk any person online or by text message. I will tell a teacher if I see anything

hurtful to another student online. I will use email and other means of communications (e.g.

blogs, wikis, chat, instant-messaging, discussion groups, etc.) responsibly. I will not send

or post hateful or harassing media, make discriminatory or derogatory remarks about

others, or engage in bullying, harassment, or other antisocial behaviors while in school

or out of school.

4. I AM RESPONSIBLE FOR MY USE OF THE NIAGARA FALLS CITY SCHOOL DISTRICT NETWORK. I will not look for web pages with pictures, words, or sounds that

are not appropriate in school. I will not look for inappropriate web pages or documents

including but not limited to violence, drugs, or weapons. I will not download any files,

including music and video files, unless a teacher gives me permission.

5. I AM A RESPONSIBLE MEMBER OF MY SCHOOL WHEN I AM

ONLINE. I will not write anything or post pictures or video that is **hurtful or**

embarrassing to anyone while I am online.

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6. I AM RESPONSIBLE TO BE HONEST ABOUT WHO I AM ONLINE. I will not pretend to be anyone else online. I will not send email, create an account, or post any words, pictures, or sounds using someone else's name. I will not use another person's login name or password.

7. I AM RESPONSIBLE FOR PROTECTING THE SECURITY OF THE NFCSD NETWORK. I will not try to change **security settings** or install any software, including proxy servers on school computers without permission. I will not connect school district devices to not school district networks or hotspots. I will not use a phone, personal laptop, or any electronic device in school without a teacher's permission.

8. I AM RESPONSIBLE FOR PROTECTING NIAGARA FALLS CITY SCHOOL DISTRICT PROPERTY. I will not break or destroy any computer equipment on purpose. I will not move any equipment, including keyboards and mice, without permission.

9. I AM RESPONSIBLE FOR PROTECTING OTHER PEOPLE'S PROPERTY ONLINE. I will not **plagiarize**. When I use information from a website, I need to let people know where I got the information. I will obey **copyright laws** and will not download words, pictures, video, or music that belongs to someone else.

10. I AM RESPONSIBLE FOR FOLLOWING SCHOOL RULES IF I PUBLISH ANYTHING ONLINE. I will not publish any material on a school **website, wiki, blog, podcast, or discussion group** without permission. I will not publish a picture, including my picture, with the person's first or last name in the caption.

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Acceptable Use Policy for Networks Including the Internet

Students & Parents/Guardians: Please review the NFCSD Acceptable Use Policy found on the District Website at www.nfschools.net.

Student:

I understand and will obey the rules of the NFCSD Acceptable Use Policy. I will use NFSCD technology resources productively and responsibly for school-related purposes. I will not use any technology resource in such a way that would be disruptive or cause harm to other users. I understand that consequences of my actions could include possible loss of computer privileges and/or school disciplinary action as stated in the Code of Conduct and/or prosecution under state and federal law.

Student Signature (above age 5): _____ **Date** _____