



BLUE RIVER CAREER PROGRAMS INTERNET – ACCEPTABLE USE POLICY

DISTRIBUTION OF ACCOUNTS

The most important prerequisite for someone to receive an Internet account and/or have access to the Internet is that he/she take full responsibility for his/her own actions. All terms and conditions as stated in this document are applicable to any user accessing the Internet through any resources provided by BRCP. Prior to access, all users must sign the On-Line Access Contract and agree to abide by its provisions. System administrators have the right to suspend or terminate an account for inappropriate use as defined in this document. System administrators may also close an account anytime as required for administrative or technical reasons.

PRIVILEGES

The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges and possible disciplinary action. (All users who receive an account will be instructed by a BRCP faculty member about the proper use of the network). All users are expected to exercise common sense and good judgment. Based upon the acceptable use guidelines outlined in this document, the system administrators will deem what is inappropriate use. System administrators may, in conjunction with the building administrators, deny, close, revoke, or suspend a user account at any time. With just cause, any member of the BRCP educational community may request system administrators to deny, revoke, or suspend specific user accounts. In order to ensure adherence to the BRCP Internet Acceptable Use Policy, teachers and administrators reserve the right to monitor all activity on the system and to inspect any files, including mail stored on the system. **Privacy is not guaranteed.**

USE OF THE SYSTEM

Users agree not to violate any of the following:

1. Accessing, uploading, downloading, or distributing defamatory, abusive, obscene, profane, sexually oriented, threatening, harassing, racially offensive, illegally discriminatory, or other illegal materials;
2. Transmitting material that are defamatory, abusive, obscene, profane, sexually oriented, threatening, harassing, racially offensive, or illegal;
3. Violating any local, state, or federal statute, rule, regulation, code, ordinance, or other authority;
4. Vandalizing, damaging, or disabling the property of another person, organization, or the school;
5. Accessing another person's materials, information, or files without the direct written permission of that person;
6. Violating copyright, or otherwise using another person's intellectual property without his or her prior written approval or proper citation.
7. Violating any district code of conduct.

UNACCEPTABLE USE

Those accessing the Internet through BRCP network must also abide by the following:

1. Do not be abusive in messages to others. Do not swear, use vulgarities, or any other inappropriate language.
 2. Do not use the network in such a way that would disrupt the use of the network by other users; this includes sending "chain letters."
 3. Do not vandalize, damage or disable the property of another person or organization. Do not access another person's materials, information, or files without the direct permission of the person
 4. Do not reveal your personal address or phone number, nor those of your colleagues or students.
 5. Do not use the network for commercial activities, product advertisement, or political lobbying.
 6. Do not commit the School Corporation to any unauthorized financial obligation.
 7. Do not respond to unsolicited on-line contacts. If such contract persists, report it to your system administrator.
- This list is not inclusive. The BRCP will periodically review for revision and updates, and make recommendations to the Board for policy changes.

SECURITY

Security on our network is a high priority. Attempts to log onto the system using another member's account or as a system administrator will result in the suspension or termination of the violator's account and/or access. Users should immediately notify the system administrator if their password is lost or stolen, or if they have reason to believe that someone has obtained access to their account and has abused their access privileges. Anyone identifying a security problem on the network should notify the system administrator. Any user identified as a security risk or having a history of problem with other computer systems may be denied access to the Internet.

NETWORK ETIQUETTE/ON-LINE CONDUCT

Users are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

1. Be polite. Do not be abusive in your messages to others.
2. Use appropriate language.
3. Illegal activities are strictly forbidden.
4. Do not reveal your personal address or phone numbers of students or colleagues.
5. Electronic mail (E-mail) is not guaranteed to be private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.

6. Do not use the network in such a way that would disrupt the use of the network by other users.

Students utilizing school provided Internet access are responsible for good behavior on-line just as they are in a classroom or other area of the school.

VANDALISM

Vandalism is defined as may attempt to harm or destroy data. Vandalism will result in cancellation of privileges. Vandalism includes but is not limited to:

1. Any attempt to harm or destroy data of another user;
2. Any attempt to harm or destroy data on any Internet server;
3. Any intentional uploading, downloading or creation of computer viruses.

FEDERAL COPYRIGHT LAW (96-517 SECTION 7[B])

Copyright is the exclusive right that protects an author from having his/her work published, recorded, distributed, or reproduced, without the expressed permission of the copyright holder. Owning a specific piece of software is not the same as owning the copyright on that software. For the purpose of copyright, a computer program is defined in the law as a set of statements or instructions to be used directly or indirectly in a computer in order to bring about a certain result.

In brief, the copyright law says that the user may:

1. Make one archival or back up copy of a copyrighted program;
2. Adapt a copyrighted program from one language to another in which it is not already commercially available;
3. Add features to a copyrighted program in order to make better use of the program;
4. Adapt a copyrighted program to meet local needs.

The copyright law says that, without the expressed permission of the copyright owner, a user may not:

1. Make multiple copies of a copyrighted program, even for use within a single school;
2. Make replacement copies from an archival or back up copy;
3. Make copies of copyrighted programs to be sold, leased, loaned, transmitted, or given away to other users.
4. Sell a locally produced adaptation of a copyrighted program;
5. Make multiple copies of an adaptation of a copyrighted program even for the use within a single school;
6. Make and use printed copyrighted software documentation that is not allowed by the actual copyrighted program itself.

Duplicating copyrighted computer software is a federal offense. Criminal penalties make the violators subject to fines of up to \$10,000.00 and prison of up to five years.

PARENT/GUARDIAN RESPONSIBILITIES

The educational value of student Internet access is the joint responsibility of students, parents and faculty of BRCP. Parents/guardians are required to sign the On-Line Access

Contract prior to student use. While our intent is to make Internet access available in order to further educational goals and objectives, students may find ways to access other materials as well. Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. Also, it is possible to purchase certain goods and services via the Internet that could result in unwanted financial obligations for which a student's parent or guardian would be liable. Parents/guardians have the option of requesting alternative activities for their children that do not require Internet use.

CONSEQUENCES

In addition to revoking a user's account for inappropriate use, school discipline procedures may apply in certain situations.

1. All users of BRCP computer facilities and equipment are expected to adhere to the provisions of Public Law 96-517, Section 7(b) with regard to copyrighted software.
2. Use of unauthorized copies of any software on computers belonging to the school is prohibited.
3. Installing, copying, altering, or tampering with data files, software programs, or system settings on any school computer is not permitted.
4. Unauthorized persons may not use equipment, software, security passwords or access codes belonging to the school to access or attempt to access data files, a network, or data systems either in local or remote locations.
5. Anyone witnessing the violation of any of the above provisions should immediately report the violation to the teacher or administrator in charge.

Any violation of the above policies will be viewed as destruction of school property. Using another student's data as their own is considered cheating. Consequences may include:

- Detention
- In School Suspension
- Denial of access to computers
- Out of school suspension or expulsion

BRCP DISCLAIMER

BRCP makes no warranties of any kind, whether expressed or implied, for the service it is providing. The school system will not be responsible for any damages a user suffers. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or any users' errors or omissions. The school will not be responsible for the accuracy, nature, or quality of information stored on school diskettes, hard drives, or servers; nor for the accuracy, nature, or quality of information gathered through school- provided Internet access. The school will not be responsible for unauthorized financial obligations resulting from school- provided access to the Internet. BRCP makes the complete Internet policy and procedures available on request for review by all parents, guardians, and other member of the community. This policy and all its provisions are subordinate to local, state, and federal statutes.