

SOUTH WHITTIER SCHOOL DISTRICT

Computer User Agreement and Release Form for Staff

I, _____ - _____ accept responsibility for this computer:
PRINT NAME SCHOOL SITE

Make: _____ List of items accompanying laptop:
Model: _____ cables
Serial Number: _____

for the entire period that it is on loan to me and not in the offices of the South Whittier School District.

As a condition of using the South Whittier School District ("District") computer equipment, including the computer network, desktop computers, and laptop computers ("District Computers"), I understand and hereby agree to the following:

Software Use -All software used on District Computers must be appropriately acquired and used according to the appropriate licensing. Possession, use or transmission of illegally obtained software is prohibited. Likewise, users shall not copy, store or transfer copyrighted software or data, except as permitted by the owner of the copyright.

Awareness of Rules. I have reviewed, understand, and agree to abide by the District Acceptable E-Mail Use Protocol and Consent Form, and this Agreement.

District Property. I understand that District Computers are the property of the District and are devoted to the educational mission of the District. Therefore, my use of the District Computers, including the use of the Internet and of the electronic mail systems, is a privilege and not a right.

Personal Responsibility. I am responsible for my use of the District Computers. I understand that my communications over the Internet and through email may be traceable to the District or to me. I will always use District Computers in a professional manner. My privilege to use District Computers may be revoked, suspended, or limited by the District at any time for any violation of the District Computer Appropriate Use Procedures and this Agreement, or any other violation of District policies or federal, state, or local laws. The District will be the sole arbiter of what constitutes a violation of the above rules.

Privacy. The District reserves the right to monitor or review electronic information for any reason, including (without limitation) to analyze District Computer use, perform audits, review performance or conduct, and/or obtain information. I understand that the District has the right to review any material stored on or transmitted through District Computers, including email, Internet files (including web pages and usage logs), and software. The District may edit or remove any material which it, in its sole discretion, believes may be unlawful, indecent, obscene, abusive, or otherwise inappropriate as specified by the district Internet Safety Policy.

No Warranty. I agree that my use of the District Computers is at my own risk. The District does not guarantee or warrant in any way the performance or quality of District Computers or any network accessible through District Computers, nor does the District warrant that such networks or equipment will meet any specific requirements that I may have. The District will not be liable for any direct or indirect, incidental, or consequential damages (including lost or irrecoverable data or information) sustained or incurred in connection with the use, operation, or inability to use District Computers.

Release. In consideration for the privilege of using District Computers, I hereby release the South Whittier School District, its directors, employees, agents, and affiliates from any and all claims and damages of any nature arising from my use of, or inability to use, the District Computers.

I understand that this computer is the property of South Whittier School District and must be returned by me to the South Whittier School District. I will return the computer upon my separation from the district.

I agree to properly secure equipment while it is in my care, custody and control, including locking the premises or auto containing the equipment and not leaving it in plain view. Should my computer be lost or stolen I will report this to the Educational Services Department at 562-944-6231 x2004 as soon as possible.

Date _____ Signature of Faculty member _____

Date _____ Signature of Principal _____