

Brethren Christian Junior & Senior High School

Academic Network Acceptable Use Contract 2016 - 2017

This contract must be signed before you will be given an account on Brethren Christian's (BC) academic network. Your signature indicates your agreement.

The BC network provides access to the Internet. With access also comes the availability of information and of images that are harmful. Such materials include pornography, drug and bomb production instructions, some chat rooms, and threatening materials. It is impossible to control access to all undesirable materials available on a global network. BC believes that the valuable information and interaction available on the Internet far outweigh the possibility of users procuring material inconsistent with the educational goals of our school. One major purpose of this contract is to keep these destructive materials from appearing on our computers.

The following guidelines establish the responsibilities you accept when you receive an account. If, after being given an account, you violate any of the terms and conditions of this contract, your account may be terminated, school disciplinary action(s) may be taken, and future access may be denied. The signatures at the end of this document indicate that the student(s) and the parent/guardian realize that the student(s) is responsible to act in accordance with the contract and understand the consequences if the student(s) violates the contract.

I. ACCEPTABLE USE:

THE USE OF YOUR ACCOUNT MUST BE IN SUPPORT OF SCHOOL AND PERSONAL RESEARCH, WHICH IS CONSISTENT WITH THE EDUCATIONAL OBJECTIVES, PHILOSOPHY, AND BIBLICAL TRUTHS TAUGHT AT BRETHERN CHRISTIAN.

II. PRIVILEGES:

Use of the network is a privilege, not a right. Student files may be inspected at any time without prior notice. User accounts can be closed at any time as a result of improper use.

III. NETWORK ETIQUETTE:

At all times consider yourself a representative of Brethren Christian and the Lord Jesus Christ. The use of an account on the network requires you to abide by accepted rules of network ethics and etiquette. These include the following:

A. NETWORK USE:

1. **OTHERS' CONNECTION TO THE NETWORK:** Do not use the network in a way that would disrupt its use by others. Examples of disruption include unplugging equipment, switching keyboard keys, and removing mouse balls.
2. **GAMES:** The primary use of BC computer equipment is for education. Therefore, the use of entertainment (GAME) programs is not allowed.
3. **FOOD AND DRINK:** Food and drinks are not allowed in the Computer Lab at any time.
4. **MULTIMEDIA:** All multimedia such as sound clips, live radio, and video displayed or played on your computer is to be consistent with the educational use of the computer and our Christian philosophy. In addition, **multimedia must not be used in ways that offend or disturb others or disrupt their work.** Student(s) may not play music CDs or stream music over the Internet.
5. **SAVING YOUR WORK:** You are to save files to your own personal directory (U:\) Save all of your files even if you have handed in a printed copy. **If a question arises as to whether or not you have completed an assignment, only the work saved in your personal directory is valid.**
6. **DOWNLOADING:** You are not to download anything without the direct, personal permission of the teacher for each time you wish to download.
7. **CUSTOMIZING:** Since computers are used by many students during the day, it is inappropriate to customize the desktop and screensaver to your own personal liking.
8. **COMPUTER AVAILABILITY:** The Computer Lab is open after school from 2:45-3:15 most days for doing school work. The Computer Room is not open at any other time unless prior arrangements are made with the teacher in the lab.

B. E-MAIL (ELECTRONIC MAIL): Students are required to have an e-mail account that can be accessed via the Internet. (gmail, yahoo, hotmail, etc..)

1. **BE POLITE:** Do not send rude or abusive messages to ANYONE.
2. **SENDING MAIL TO GROUPS:** Students may only e-mail individuals or groups that they have defined in the e-mail program. **Students are not to send messages to the groups on the network such as EVERYONE, TEACHERS, or STUDENTS.**
3. **APPROPRIATE LANGUAGE:** In all messages, do not swear or use vulgarities or any other inappropriate language including obscenity, disrespect, discrimination, sexual harassment, or falsehoods. Do not use ethnic or racial slurs. **E-mail is not private and may be inspected at any time.**

4. **ILLEGAL ACTIVITIES:** Any illegal activities are strictly forbidden. Sending of any material in violation of the laws of the U.S. or state government is prohibited. This includes things such as the misuse of copyrighted material, threatening or obscene messages, and criminal speech (including threats to the President or other governmental officials), instructions for breaking the law, pornography, purchase or sale of illegal goods. Some of these offenses are felonies and may be turned over to appropriate police agencies for investigation.
5. **PRIVACY:** Do not reveal the personal address or telephone number of yourself or any other person. Assume that all communications and information you have received via the network are private property
6. **FLAMING:** Flaming is the sending of—or the encouraging of others to send—many duplicate or derogatory messages to someone. Even if the sender intends the flaming to be a joke, it is often received as hurtful harassment.
7. **E-MAIL OVERUSE:** Many students are tempted to spend a lot of time using e-mail to the neglect of class work. **E-mail privileges may be removed in these cases.**
9. **CHEATING:** Do not send or receive files that will end up as turned-in assignments by someone other than the original author.
10. **OTHER E-MAIL PROGRAMS AND LOCATIONS:** Messages sent from and to e-mail accounts require the same standards if an e-mail account was here at the school. Just because a student is at home or using a web mail account does not allow for the misuse of e-mail.

IV. INTERNET RESTRICTIONS.

1. Internet instant messaging programs are not to be used unless authorized by the technology instructor.
2. Stay out of chat rooms.
3. All sites visited or produced are to be consistent with educational use of the computer and the Christian philosophy of BC. If you come upon a questionable site unknowingly, immediately exit the site.
4. Do not copy commercial software in violation of copyright laws.
5. Do not use text, graphics, sound, or animation in messages or in the creation of web pages without displaying a notice crediting the original producer of the material and stating how permission to use the material was obtained.

V. PRINTING:

All users are granted permission to print class assignments in the required number of pages. Printing for personal use must be approved by the Computer Lab teacher before printing. A reasonable number of printed pages will be allotted each student without cost. Pages printed beyond this limit will be charged at \$.10 per page.

V. SECURITY:

Security on any computer system is a high priority. If you suspect a security problem on the network, you are obligated to notify a teacher immediately, either in person or via the network. Under no circumstances should you talk about or demonstrate the problem to other users.

1. Do not use another individual's account. **Attempts to login to the network as any other user than yourself may result in immediate cancellation of your user privileges.** This is true even if the other person has given you permission. Do not tell other people your password. You are responsible for what is done on your account whether you did it or not.
2. **Attempts to login to the network as a system administrator will result in immediate cancellation of your user privileges, as well as other disciplinary action.**
3. **Student files on the network are not private** and may be inspected at any time without prior notice.

VI. VANDALISM AND HACKING:

Vandalism (willful damage to equipment) and hacking (unauthorized exploring of computer resources) may bring about an immediate cancellation of user privileges and possible disciplinary action by BC. Uploading or creating computer viruses is vandalism. The use of password finding programs is an example of hacking. **The student and/or parents, regardless of the student's intent, will pay for parts, service, and labor charges for repair or replacement of non-accidentally damaged equipment.**

- **Return THE BELOW PAPER (pg 5) at Book Sales, signed by students and parents.**
- **If enrolled after Book Sales, return (pg 5) to the Computer Lab, signed by students and parents, in order to be given an account.**
- **Retain the other (4) pages as a reference of your responsibility.**

VII. AGREEMENT

I understand and will abide by the above conditions for an account on the BC network. I understand this account is designed for educational purposes and that as a result of violating any of the conditions, my user privileges may be revoked, or suspended. In addition, school disciplinary action, financial responsibility, and/or reporting to police agencies may be taken by Brethren Christian.

STUDENT(S) NAME(S) (please print): _____

STUDENT(S) SIGNATURE(S) _____

DATE: _____

I, as parent/guardian of the above student(s) have read and understand the Acceptable Use Contract. I accept my parental responsibility to encourage my student(s) to act in accord with the spirit and the letter of the contract. I also understand supervision by BC staff cannot be pervasive enough to eliminate all willful misuse. I also agree to assume financial responsibility for non-accidental damage to equipment caused by my student(s), regardless of his/her/their intent.

I hereby give my permission for Brethren Christian to issue a user account for my student(s).

PARENT OR GUARDIAN (please print): _____

PARENT OR GUARDIAN SIGNATURE: _____

DATE: _____