

Salt Lake City School District

Administrative Procedures for Board Policy I - 18

Title: Student Internet Acceptable Use Policy (AUP)
Index: I = Instructional Policies

References: [Salt Lake City School District Board Policy I - 18](#)

Definitions:

Acceptable Use: Internet use must be consistent with the educational objectives of the district. The use must also be consistent with the terms of this Acceptable Use Policy (AUP).

Prohibited Use: Any use that violates federal or state laws, board policy, and/or school rules.

Procedures for Implementation

1. **Prohibited Uses:** The following uses of the district's computers, including its network and Internet access are prohibited:
 - a. Using an account other than your own and any attempt to gain unauthorized access to accounts on the network.
 - b. Attempting to obtain access to restricted sites, servers, files, databases, etc., or unauthorized access to other systems (e.g. "hacking").
 - c. Using non-educational Internet games, Multi User Dungeons (MUDs), chat rooms, social networking sites, other Web 2.0 sites, and instant messaging not specifically assigned by a teacher or administrator.
 - d. Using the Internet or network for any illegal activity.
 - e. Providing personal addresses, phone numbers, and financial information in any network communication whether that information belongs to the user or any other individual; unless it is related to an appropriate educational objective in the core curriculum.
 - f. Using the Internet for commercial purposes, financial gain, personal business, product advertisement, religious proselytizing, or political lobbying (including student body elections).
 - g. Attempting to harm or destroy data of another user, agency, or network that is connected to the Internet. This includes, but is not limited to, the uploading, downloading, or creation of computer viruses and attempts to gain unauthorized access to a network that is connected to the Internet.
 - h. Degrading or disrupting network equipment, software, or system performance.
 - i. Wasting finite network resources.
 - j. Invading the privacy of individuals or disclosing confidential information about other individuals.
 - k. Posting personal communications without the original author's consent.
 - l. Posting anonymous messages.
 - m. Accessing, downloading, storing, or printing files or messages that are profane, obscene, or that use language that offends or tends to degrade others.
 - n. Harassing others and using abusive or obscene language on the network. You may not use the network to harass, annoy, or otherwise offend other people.
 - o. Using material which may be deemed to violate any district policy or student code of conduct.
 - p. Downloading/streaming audio or video files or any other files that are not directly related to a school assignment.
 - q. Accessing or using services on the Internet that impose fees or charges.
 - r. Communicating threats of violence.
 - s. Using the network for plagiarism. Plagiarism is taking ideas or writings from another person and offering them as your own. Credit must always be given to the person who created the information or idea.
2. **Privileges and Discipline:**
 - a. Internet use is a privilege, not a right. Inappropriate use will result in a loss of network privileges, disciplinary action, and/or referral to legal authorities. The system administrators will close an account when necessary. An administrator or faculty member may request the system administrator to deny, revoke, or suspend specific user access and/or user accounts.
 - b. Authorized district employees will be responsible to determine what constitutes a violation of this policy. Authorized district employees have the right to intercept or read a user's email, review any material, edit or remove any material which they believe may be unlawful, obscene, defamatory, abusive, or otherwise objectionable. If the district intends to impose any discipline, other than revoking privileges for the remainder of the school year, the user will be afforded appropriate due process.

3. **Privacy Information:** Nothing is private on the network. A user has no expectation of privacy as to their Internet communications or uses. If a user accesses the Internet, it is likely that someone knows the connections that the user is making, knows about the computer the user is using and what the user looked at while on the system. Frequently these sites maintain records that can be subpoenaed to identify what the user has been viewing and downloading on the Internet. In addition, the district reserves the right to monitor whatever a user does on the network and to make sure the network functions properly. A user has no expectation of privacy as to his or her communications or the uses made on the Internet.
4. **Network Etiquette:** Users are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:
 - Be polite;
 - Do not be abusive in your messages to others;
 - Use appropriate language; and,
 - Do not swear, use vulgarities or any other language inappropriate in a school setting.
5. **Security:** Security is a high priority on computer networks. If a security problem is identified, the user must:
 - Notify the system administrator immediately;
 - Do not demonstrate the problem to other users. Users may not use the Internet to discuss or disseminate information regarding security problems or how to gain unauthorized access to sites, servers, files, etc.;
 - Do not share passwords with other users;
 - Change passwords frequently; and,
 - Do not leave a workstation without logging out of the network.

You must report any of the following to a teacher or administrator:

- If you receive or obtain information to which you are not entitled;
- If you know of any inappropriate use of the network by others; or,
- If you believe the filtering software is not filtering a site or sites that should be filtered under this agreement.

6. **Disclaimer:**

- a. The district makes no guarantee of the completeness or accuracy of any information provided on the network. It makes no promise or warranty to maintain or update its network or the information contained or made available to the public, its employees and students. The district may suspend or discontinue these services at anytime. The user assumes the risk of verifying any materials used or relied on.
- b. The district disclaims any express or implied warranty in providing its computer system and any materials, information, graphics, or processes contained therein. It makes no warranty, expressed or implied, nor assumes any responsibility regarding the use of its network, or its contents for its accuracy, completeness, relevancy for any general or particular purpose, or that such items or use of such items would not violate or infringe on the rights of others. Access to its network is provided on a strictly "as is basis".
- c. The district's network resources may contain hypertext or other links to Internet or computer sites not owned or controlled by the district, that may be of interest. The district cannot supervise or control the content of these other sites. Any information or endorsements of products or services, materials, or personal opinions appearing on such external sites are not controlled, sponsored or approved by the district.
- d. The district specifically disavows legal responsibility for what a user may find on another site, or for personal opinions of individuals posted on any site, whether or not operated by the district.
- e. A user assumes the risk of use or reliance on any information obtained through the network.
- f. The district will not be responsible for any damages a user suffers while on the system, miss-deliveries or service interruptions caused, including loss of data resulting from delays, non-deliveries by negligence, errors, or omissions.

7. **Salt Lake City School District's Guidelines for Student Access and/or Accounts:**

- a. All student users must read and agree to follow all guidelines outlined in the AUP. This agreement is formalized through the user's signature on the application. Users may be granted an account for their term of employment.
- b. Signatures on the AUP are legally binding and indicate that the signed parties have read the terms and conditions carefully and understand their significance.
- c. Any user who has been issued a password is deemed to have received, read, understood, and agreed to the terms of the AUP.
- d. Elementary and secondary students who apply for access and/or an account, will participate in a discussion with their teacher regarding this AUP, and will review it on a regular basis when using the Internet.

- e. Student users may be granted an account for a period of time as determined by the district on the following conditions:
 - 1. All student users must read and agree to follow all guidelines outlined in the AUP. This agreement is formalized through the user's signature on the application; and
 - 2. Students must obtain the signature of a parent or guardian on the application.
- f. An account will automatically be terminated when:
 - 1. The student no longer attends the school which the account originated.
 - 2. The student's parents and/or guardian request the account be terminated.
 - 3. Any authorized district employee believes the account should be terminated.
- g. Student users may not maintain accounts upon leaving the school and/or district.

Approved by: McKell Withers
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Page 3 of 3