

Palisades Charter High School

Acceptable Use Policy (AUP) for School Computer Systems

Information for Students and Parents

Palisades Charter High School's Acceptable Use Policy ("AUP") is to prevent unauthorized access and other unlawful activities by users online, prevent unauthorized disclosure of or access to sensitive information, and to comply with the Children's Internet Protection Act ("CIPA"). As used in this policy, "user" includes anyone using the computers, Internet, email, chat rooms and other forms of direct electronic communications or equipment provided by Palisades Charter High School (the "network"). **Only current students or employees are authorized to use the network.**

Palisades Charter High School will use technology protection measures to block or filter, to the extent practicable, access of visual depictions that *are obscene, pornographic, and harmful to minors* over the network. Palisades Charter High School reserves the right to monitor users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of Palisades Charter High School property, network, and/or Internet access or files, including email.

Acceptable Uses of the Palisades Charter High School Computer Network or the Internet

Schools must verify each year students using the computer network and Internet access for that school year have a signed page acknowledging this policy. Students who are under 18 must have their parents or guardians sign this page and schools must keep it on file. Once signed that permission/acknowledgement page remains in effect until revoked by the parent, or the student loses the privilege of using Palisades Charter High School's network due to violation of this policy or is no longer a Palisades Charter High School student. Employees and other users are required to follow this policy. Even without a signature, all users must follow this policy and report any misuse of the network or Internet to a teacher, supervisor, or other appropriate Palisades Charter High School personnel. Access is provided primarily for education and Palisades Charter High School business. Staff may use the Internet, for incidental personal use during duty-free time. **By using the network, users have agreed to this policy.** If a user is uncertain about whether a particular use is acceptable or appropriate, he or she should consult a teacher, supervisor or other appropriate Palisades Charter High School personnel.

Unacceptable Uses of the Computer Network or Internet

These are examples of inappropriate activity on Palisades Charter High School's network:

- **Violating any state or federal law or municipal ordinance, such as: Accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, confidential information, or copyrighted materials;**
- **Criminal activities that can be punished under law;**
- **Selling or purchasing illegal items or substances;**
- **Spamming; spreading viruses;**
- **Causing harm to others or damage to their property, such as:**
 - Using profane, abusive, or impolite language; threatening, harassing, or making damaging or false statements about others, or accessing, transmitting, or downloading offensive, harassing, or disparaging materials;
 - Deleting, copying, modifying, or forging other users' names, emails, files, or data; disguising one's identity, impersonating other users, or sending email anonymously;
 - Damaging computer equipment, files, data, or the network in any way, including intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs, or disrupting any computer system performance;
 - Using any Palisades Charter High School computer to pursue "hacking," internal or external to Palisades Charter High School, or attempting to access information protected by privacy laws; or
 - Accessing, transmitting, or downloading large files, including copyrighted media, chain letters or any type of pyramid schemes.
- **Engaging in uses that jeopardize access or lead to unauthorized access into others' accounts or other computer networks, such as:**
 - Using another's account password(s) or identifier(s);
 - Interfering with other users' ability to access their account(s); or
 - Disclosing anyone's password to others or allowing them to use another's account(s)
- **Using the network or Internet for commercial purposes:**
 - Using the Internet for personal financial gain;
 - Using the Internet for personal advertising, promotion, or financial gain; or
 - Conducting for-profit business activities and/or engaging in non-government related fundraising or public relations activities such as solicitation for religious purposes or lobbying for personal political purposes.

Palisades Charter High School reserves the right to take immediate action regarding activities that (1) create security and/or safety issues for Palisades Charter High School, students, employees, schools, network, or computer resources, or (2) that expend Palisades Charter High School resources on content Palisades Charter High School in its sole discretion determines lacks legitimate educational content/purpose, or (3) other activities as determined by Palisades Charter High School as inappropriate.

Student Internet Safety

1. Students under the age of eighteen should only access Palisades Charter High School accounts outside of school if a parent or legal guardian supervises their usage at all times. The student's parent or guardian is responsible for monitoring the minor's use;
2. Students shall not reveal on the Internet personal information about themselves or other persons. For example, students should not reveal their name, home address, telephone number, or display photographs of themselves or others;
3. Students shall not meet in person anyone they have met only on the Internet; and
4. Students must abide by all laws, this Acceptable Use Policy and all Palisades Charter High School security policies.

Penalties for Improper Use

The use of a Palisades Charter High School account is a privilege, not a right, and misuse will result in the restriction or cancellation of the account. Misuse may also lead to disciplinary and/or legal action for both students and employees, including suspension, expulsion, dismissal from Palisades Charter High School employment, or criminal prosecution by government authorities. Palisades Charter High School will attempt to tailor any disciplinary action to the specific issues related to each violation.

Disclaimer

Palisades Charter High School makes no guarantees about the quality of the services provided and is not responsible for any claims, losses, damages, costs, or other obligations arising from use of the network or accounts. Any additional charges a user accrues due to the use of Palisades Charter High School's network are to be borne by the user. Palisades Charter High School also denies any responsibility for the accuracy or quality of the information obtained through user access. Any statement, accessible on the computer network or the Internet, is understood to be the author's individual point of view and not that of Palisades Charter High School, its affiliates, or employees.

<i>I have read, understand, and agree to abide by the provisions of the Acceptable Use Policy for Palisades Charter High School.</i>	
Date	
Student Name	
Birthdate	
Grade	
Second Period	
Student Signature	
Parent/Legal Guardian Name	
Parent/Legal Guardian Signature	

***Please return this form to the library where it will be kept on file.
This document signed by both parent and student is required
for all students that will be using a computer and/or Internet access.***