

# **Huckabay Independent School District (HISD)**

## **Internet Access Acceptable Use Policy**

The purpose of the Huckabay Independent School District-provided Internet access is to facilitate communications and expand research/educational opportunities for faculty, administrators, and students. To remain eligible as users, use of the system must be in support of and consistent with the educational mission of HISD. Access is a privilege, not a right. Access entails responsibility.

Any violation of the district's policy and rules relative to Internet or computer use may result in the loss of District-provided access. Additional disciplinary action may be determined at the campus or administrative level in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may become involved.

Huckabay Independent School District-provided Internet users agree to the following:

### **Internet/network etiquette**

- Be Polite
- Avoid use of vulgar or obscene language
- Use caution when giving out addresses or phone numbers (both yours and others)
- Remember, electronic mail is not private or secure
- Do not intentionally disrupt the network or other network users
- Abide by generally accepted rules of network etiquette

### **Usage guidelines and policies:**

1. Commercial use or political lobbying using these electronic resources is prohibited.
2. Copyrights and others' intellectual property rights are to be observed at all times. Copying of files, software, or passwords belonging to others may constitute theft, plagiarism, or fraud. Software licensed to HISD must be used in accordance with terms of the software license.
3. Users must always identify him/herself in electronic communications. Anonymous or pseudo-anonymous communications appear to dissociate individuals from responsibility for actions. Concealing user identities or misrepresenting user's names or affiliations to mask or attempt to distance him/herself from irresponsible behavior is a serious abuse of the system. It violates local policies and constitutes fraud.
4. Follow all security restrictions. Security on any computer system is a high priority, especially when the system involves many users. Do not reveal account passwords or allow others to use any account. Trying to evade, disable, or "crack" a password or other security provision is grounds for immediate suspension of access privileges and other disciplinary action. Users will be held responsible for any misuse of passwords. A user who is identified as a security risk or having a history of problems with other computer systems may be denied access to all HISD Internet services.
5. Respect the rights of others to freedom from harassment or intimidation. Harassment targets another person or organization to cause distress embarrassment, injury or unwanted attention, or other substantial discomfort. This includes, but is not limited to, the sending of unwanted mail or chatline comments.
6. Use resources efficiently. Please respect the fact that unlimited resources are not available. Time, network bandwidth, printers, paper, disk space, and terminals or PCs are all limited. Restrictions may be placed on any or all of these, as well as any other computing resource. Such restrictions are designed to ensure access for all users.

7. There is no guarantee of privacy. Electronic communications should not be considered private or secure. In the course of diagnosing or correcting problems, system administrators may view the contents of any communications.
8. Obscene communication of any kind, including text or graphic material, is prohibited. This includes any sexually explicit image or other content as specified by local, state, federal, or international laws or policies.
9. Abide by the policies or guidelines of the network being used. Users are subject to all the rules, regulations or policies of other networks or computer services contacted or connected to\from the school or home.
10. Vandalism is prohibited. Vandalism is defined as any malicious attempt to harm or destroy data and/or equipment of HISD, another user, the Internet, or other networks. This includes, but is not limited to, creating and/or uploading computer viruses.
11. HISD will not be responsible for any damage that users may suffer. This includes loss of data resulting from delays, non-deliveries or service interruptions caused by network failures, computer viruses, or users' errors or omissions. Use of any information obtained via network services is at the users own risk. HISD denies any responsibility for the accuracy or quality of information obtained through network services.

**Penalties**

HISD regards any violation of this policy as a serious offense. Any student, staff, or board member violating these provisions, applicable state or federal laws, or posted policies of any of the HISD's local network are subject to loss of Internet/Network privileges and any other disciplinary options available, including criminal prosecution.

1. Student cases shall be handled by the campus principal. Staff and faculty cases shall be handled by a committee appointed by Huckabay ISD Superintendent.
2. These bodies shall make the final determination of what is acceptable use. HISD Board Policy DGBA (Local), FNG (Legal), and FNG (Local) outline procedures to process appeals or file grievances.

**Harassment Complaints**

Rules and regulations as outlined in HISD Board Policy DGBA, DIA, FNG, DAA, FB, DH, FFH shall be enforced in processing harassment complaints filed by users.

**Request for Internet Services:**  Employee  Student  Other \_\_\_\_\_

Name:	School District:
Campus:	Department:
Parent/Guardian:	Telephone:

I have read the HISD Acceptable Internet Access Acceptable Use Policy and agree to all the terms and conditions.

\_\_\_\_\_   
 User Signature

\_\_\_\_\_   
 Parent/Guardian of User under 18 yrs.

\_\_\_\_\_   
 Date