

## The Village School Appropriate Electronic Technology Use Agreement for Students

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### \_\_\_ **RESPONSIBILITIES:**

Students are owners of their data, and it is their responsibility to ensure that it is adequately protected against unauthorized access. To this end, students should keep any account passwords confidential. Students will not permit others outside of the family to use their computers.

### \_\_\_ **UNAUTHORIZED ACCESS TO FILES AND DIRECTORIES:**

Students must not engage in any activity that is intended to circumvent computer security controls. This means they must not attempt to crack passwords, discover unprotected files, or decode encrypted files. This also includes creating, modifying, or executing programs that are designed to hack computer systems.

### \_\_\_ **UNAUTHORIZED USE OF SOFTWARE:**

Students are prohibited from loading, downloading, or copying any software on any loaned computer without approval from The Village School. (Applications encouraged by teaching staff such as Zoom, Gotomeeting, Zoho Assist, and Digits to support remote instruction are considered acceptable). Using viruses or any other invasive software is expressly forbidden.

### \_\_\_ **ELECTRONIC MAIL (E-MAIL) / INTERNET:**

Files and other information, including email, sent or received, generated or stored on school computers are not private and may be subject to monitoring. By using the The Village School's computer, students consent to have that use monitored by authorized school personnel. The school reserves the right to access and disclose, as appropriate, all information and data contained on school computers and school-owned email system.

Students are prohibited from transmitting or forwarding fraudulent, harassing, or obscene messages and files. Accessing sites pertaining to weaponry/bomb making, sexual content, gambling, or any other site(s) deemed inappropriate by The Village School is prohibited. Students are prohibited from transmitting or forwarding chain letters, mass mailings, or SPAMMING of mail systems or of individual users. Any electronic mail or Internet access must be for educational purposes only.

### \_\_\_ **USE FOR-PROFIT ACTIVITIES:**

Students are prohibited from using the school's computer systems for personal financial gain.

### \_\_\_ **WASTE AND ABUSE:**

Eating and/or drinking is not allowed while using the loaned computer

### \_\_\_ **HARDWARE/SOFTWARE:**

All loaned hardware and software are the properties of The Village School and should not be moved, copied or altered without consent from the school administration.

### \_\_\_ **PENALTIES/CONSEQUENCES:**

Access is a privilege, not a right, which may be suspended or revoked at any time for use inconsistent with this regulation. Misuse of the system may lead to discipline, such as suspension, expulsion, and/or legal action.

### \_\_\_ **DISCLAIMER:**

The Village School specifically denies any responsibility for the accuracy or quality of information obtained through the use of the computer, nor protection of student information.