



Universal Academy Technology Services

Student Access to Network Information and Technological Resources

Educational Purpose

Our goal in providing technology and Internet access to students and teachers at Universal Academy is to promote educational excellence by facilitating research, resource sharing, collaboration, and communication.

Access

Technology access consistent with sound educational practice will be made available to students and staff at Universal Academy.

To gain access to the Internet, all students must sign the UA Student Access to Network Information and Technological Resources. Independent access to network services is provided to students who agree to act in a considerate and responsible manner. Students under the age of 18 must obtain permission by having their parent or legal guardian sign and return the district form. Students 18 or older may sign their own form. The UA network must not be used for commercial, political, or illegal purposes. The Universal Academy can revoke internet access if users exhibit unacceptable use of hardware, software, facilities, or network resources. Access is a privilege, not a right. Access entails responsibility.

Internet Safety

In compliance with the Children's Internet Protection Act ("CIPA"), UA internet access includes filtering and/or blocking software to restrict access to Internet sites containing pornography, obscene depictions, or other materials considered harmful to minors. Content will be filtered for both minors and adults. However, no software is foolproof, and there is still a risk an Internet user may be exposed to a site containing controversial materials. A user who accidentally connects to such a site must immediately disconnect from the site and notify a teacher or supervisor. If a student sees another user is accessing inappropriate sites, he or she should notify a teacher or supervisor immediately.

Universal Academy reserves the right to monitor any users' online activities, and to access, review, copy, store, or delete any electronic communications or files and disclose them to others as deemed necessary.

If a student under the age of eighteen accesses the internet outside of school, the parent or legal guardian is responsible for supervising and monitoring the student's use of the internet.

Responsibilities

The following guidelines are established so that all users are aware of the responsibilities they are about to acquire. In general, this requires efficient, ethical, and legal use of network resources. If the district user violates any of these provisions, his or her usage will be terminated and future access could be denied. All users are required to acknowledge receipt and understanding of the policy and guidelines. The signatures at the end of this document are legally binding and indicate that the parties who signed have read the terms and conditions carefully and understand their significance.

Prohibited Activities

The use of the Internet through Universal Academy must be in support of education and research and be consistent its educational objectives. Use of any other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or state regulation is prohibited. Universal Academy reserves the right to discipline students for actions taken off-campus if they are intended to have an effect on a student or they adversely affect the safety and well-being of a student while in school. General school rules for behavior and communications apply.

Prohibited activities include, but are not limited to, the following:

- Sending or displaying offensive messages or pictures
- Using obscene, lewd, vulgar, rude, inflammatory, threatening or disrespectful language
- Giving personal information while using the system, such as complete name, address, phone number, and identifiable photo without permission from teacher and parent or guardian.
- Harassing, insulting, or attacking others (Cyber Bullying)
- Damaging computers, computer systems, or computer networks
- Reproducing copyrighted material without explicit permission
- Use of the network for commercial purposes, financial gain, fraud, or political lobbying
- Using others' passwords/ trespassing in another user's folders, work or files
- Intentionally wasting limited resources
- Unauthorized downloading of materials, including games, software, and audio or video files
- Accessing material that has been deemed inappropriate for school use
- Use of the network for visiting social networking/public video sites such as MySpace, YouTube, Facebook, etc.
- Any other activity identified as unlawful by Universal Academy or law enforcement authorities.

Violation may result in a loss of access as well as other disciplinary or legal action.

Use of E-Mail, Chat Rooms, Instant Messaging & Other Direct Communication

Universal Academy does not provide personal student e-mail and students are prohibited from using personal e-mail while at school. Students are prohibited from using instant messaging, text messaging, chat, or other methods of direct electronic communication while at school. Any student or staff member observing a violation of this should report it immediately to an administrator.

Disclaimer and Limitation of Liability

Access to the internet is provided on an "as is, as available" basis. Universal Academy, its Board, agents, and staff members make no representations or warranties, whether expressed or implied, of any kind with respect to the Internet services provided by Universal Academy, or any information or software accessed or received by the applicant or contacts made by the applicant, and disclaims any implied warranties of merchantability or fitness for a particular purpose. The system administrators and Universal Academy do not warrant that the functions or services performed by, or that the information or software contained on the system will meet the user's requirements or that the operation of the system will be uninterrupted or error-free or that defects in the system will be corrected.

Universal Academy shall not be liable for users' inappropriate use of electronic communication resources or violations of copyright restrictions or costs incurred by users. The user agrees that this limitation is intended to and does release Universal Academy from any claims, damages, or losses that may occur out of the use of this system. Use of any information obtained via a user's connection to the Internet via the Universal Academy system is at the user's own risk. Universal Academy specifically denies any responsibility for the accuracy or quality of information obtained through this service.

Computer Lab Rules

- ✓ Remain in your seat at all times. Do not sit on the tables or desks. No HORSEPLAY of any kind in the lab.
- ✓ Chairs are to remain at the workstation; do not move them around the classroom.
- ✓ Your behavior is expected to be proper at all times.
- ✓ No gum, candy, food, or drinks will be allowed in the lab or while laptops are in use.
- ✓ Do not mark on books, tables or any other property of the school or lab.

The playing of "Unauthorized Games", connecting or disconnecting computer connections or cabling is prohibited.

Under no circumstances are students permitted to change *any settings in Windows.*

Any item deliberately broken or damaged (including books) will be replaced by the student.

Violation of any of the above rules could result in the revocation of your Lab privileges.

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USER AGREEMENT

Please sign and return this form to your homeroom teacher.

Student Name _____ Grade _____

Homeroom Teacher _____

STUDENT:

I have read and understand the Universal Academy User agreement for student access to network information and technological resources. I agree to follow the rules contained in this policy. I understand that if I violate the rules, my Internet access or Technology Lab access can be terminated and I may face other disciplinary measures. Depending on the seriousness of the violation, appropriate legal action may be taken.

Student Signature

Date

PARENT or GUARDIAN: A parent or guardian must also read and sign this document for any student under the age of 18.

As the parent or guardian of the above student, I have read the Universal Academy User agreement for student access to network information and technological resources. I understand that this access is designed for educational purposes. I also recognize that it is impossible for Universal Academy to restrict access to all controversial materials, and I will not hold them responsible for controversial materials acquired on the internet or for the unauthorized use of the system to purchase products or services. I will instruct my child regarding any restrictions against accessing material that are in addition to the restrictions set forth in the attached agreement. I will emphasize to my child the importance of following the rules for personal safety. Further, I accept full responsibility for supervision if and when my child's use of the internet is not in a school setting. I hereby give permission to allow my child to use networked resources as well as Universal Academy-owned technological resources.

Parent Signature

Date

Printed Name