

Spirit Academy

RULES AND REGULATIONS FOR USE OF ELECTRONIC INFORMATION RESOURCES

Student/Parent/Guardian Agreement

‘Nothing in all creation is hidden from God’s sight. Everything is uncovered and laid bare before the eyes of him to whom we must give account.’

Hebrews 4:13

I agree to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

A. PERSONAL RESPONSIBILITY

I will accept personal responsibility for reporting any misuse of the network to Spirit’s administrator. Misuse can come in many forms, but it is commonly viewed as any message(s) sent or received that indicates or suggests pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, and other issues described below. I understand that all rules of conduct described and all other relevant provisions of the Education Code apply when using the network.

B. ACCEPTABLE USE RULES

1. Illegal activities of any kind are strictly forbidden. Illegal activities are those acts that constitute a violation of local, state, and/or federal laws. Federal copyright laws will also be observed in the use and distribution of information retrieved from or sent over the Internet.
2. Unauthorized access to other users’ files, data, data systems, resources, or entities is prohibited. Access is limited to those sources needed to carry out educational endeavors.
3. The network shall not be used for personal, financial, or commercial gain.
4. Use of other organizations’ networks or computing resources must comply with rules appropriate to that network.

5. Transmission of material that is threatening, obscene, disruptive, sexually explicit, protected by trade secret, or that could be construed as harassment or disparagement of others based on their race, national origin, sex, sexual orientation, age, disability, or religion is prohibited.
6. Fraudulent use of the network's system is strictly prohibited.
7. Placement of copyrighted material on the system without the author's permission is prohibited.
8. Damaging computers, computer systems, or computer networks is prohibited. Any software having the purpose of damaging the schools or other user's system is prohibited.
9. Use of another person's password or trespassing in another's work or files is prohibited.
10. Computer equipment (hardware or software) may not be taken home or off school at any time.
11. In order to reduce unnecessary system traffic, users may not use real-time conference features such as talk/chat/Internet relay chat at any time.
12. Use of electronic information resources for plagiarism is prohibited. "Plagiarism" is the taking of ideas or writings from another person and offering them as your own. Credit should always be given to the person who created the article or ideas.

C. NETWORK ETIQUETTE AND PRIVACY

You are expected to abide by acceptable rules of network etiquette. These rules include, but are not limited to, the following:

1. **BE POLITE:** Never send, or encourage others to send, abusive messages.
2. **USE APPROPRIATE LANGUAGE:** You may be alone with your computer, but what you say and do can be viewed globally. Never swear, use vulgarities, or any other inappropriate language. Illegal activities of any kind are strictly forbidden and are subject to disciplinary action.
3. **PRIVACY:** There will be no expectation of privacy on the Internet or other computerized information resources at the school. School personnel have the right to monitor computer use. Do not reveal your home address or telephone number or the addresses or telephone numbers of students or colleagues. Do not reveal other personal information, such as your age, financial information, or your work address or telephone number.

4. **ELECTRONIC MAIL:** Electronic mail (e-mail) is not guaranteed to be private. Messages relating to or in support of illegal activities must be reported to the authorities.
5. **DISRUPTIONS:** Do not use the network in any way that would disrupt use of the network by others. Do not read other users' mail or files or attempt to interfere with other users' abilities to send or receive electronic mail. Do not attempt to read, delete, copy, modify, or forge other users' mail or documents.
6. **BULLETIN BOARDS and WEBSITES:** Never respond to messages or bulletin board items that are suggestive, obscene, belligerent, threatening, or make you feel uncomfortable. The use of Myspace, Facebook, Blogspot, Blogger, Xanga, Livejournal, Blackplanet, Bebo, Friendster, and other sites of that nature are prohibited and will not be allowed during school hours.

D. SERVICES

Spirit Academy makes no warranties of any kind, whether expressed or implied, for the service it is providing. The school will not be responsible for any damages, including loss of data as a result of delays, no deliveries, mis-deliveries, or service interruptions caused by the system or your errors or omissions. Use of any information obtained via the information system is at your own risk. Spirit specifically disclaims any responsibility for the accuracy of information obtained through its services.

E. SECURITY

Security on any computer system is a high priority because there are so many users. If you identify a security problem, notify the site administrator at once. Never demonstrate the problem to other users. Never use another individual's account without written permission from that person. All use of the system must be under your own account. Any user identified as a security risk will be denied access to the information system.

F. VANDALISM

Vandalism is defined as any malicious attempt to harm or destroy data of another user or any other agencies or networks that are connected to the system. This includes, but is not limited to, the uploading or creation of computer viruses or any harm to Spirit's equipment, materials, or data. Any vandalism will result in the loss of computer services, disciplinary action, and the immediate loss of access to the system.

G. ACKNOWLEDGMENT

I understand that the consequences of violations of the above rules include, but are not limited to:

1. Suspension of Internet access
2. Revocation of Internet access
3. Suspension of computer access

(----- Please cut out and return to Spirit -----)

SPIRIT ACADEMY USER AGREEMENT FORM

I understand and will abide by these rules and regulations for acceptable use of electronic information resources. I understand that any violations of these rules may result in disciplinary action and/or appropriate legal action. I also agree to report any misuse as outlined above of the information system to the site administrator.

Student Name (Printed) Student Signature

As the parent/guardian of this student, I have read these rules and regulations for acceptable use of electronic information resources and understand that the use of the Internet is designed for educational purposes. I understand that it is impossible for Spirit Academy to restrict access to all controversial materials, and I will not hold the school responsible for materials acquired on the network. I hold the school harmless from any damages, awards, or claims of liability resulting from my child's access to technology instruction. I also agree to report any misuse of the information system to the school site administrator. Misuse can come in many forms, but can be viewed as any messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, and other issues described above.

I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give my permission to issue an account for my child and certify that the information contained on this form is correct.

I understand that my child is expected to use good judgment and follow the **Acceptable Use Rules** as listed above. Should my child breach the suggested guidelines, I understand that my child will lose all network and Internet privileges and may be further disciplined.

Parent//Guardian Signature Date