

Computer Network & Internet Acceptable Use Policy

1) **Privileges.** The use of the Lisbon Regional School District Network is a privilege, not a right, and inappropriate use will result in the cancellation of those privileges. The IT Director will determine what is appropriate use based upon the guidelines established in this document, and any subsequent modifications hereto, and Lisbon Regional School (LRS) policies and procedures. The Lisbon Regional School reserves the right to terminate, suspend, or otherwise limit network access at any time and to inspect or review accounts and files for security purposes. Such decisions of the school are final.

2) **Acceptable Use.** The use of your account must be consistent with the educational and operational policies and procedures of the district. The use of other organization's networks or computing resources is subject to the rules and limitations of those organizations or networks. Transmission of any material in violation of any United States or state statute or regulation is strictly prohibited. This includes, but is not limited to: copyrighted or trade secret material, threatening or obscene material, and criminal activity. The use of the network for commercial activities, product solicitations, or political lobbying is also prohibited. Inappropriate use will be reported to the responsible authorities. By signing this Acceptable Use Policy, you agree to the following:

- I know that all internet traffic is monitored on any device at this school. I agree not to access inappropriate web sites such as chat rooms, game sites, pornography, proxy sites, VPN's, etc. If I do, the following general consequences will apply:
 - I will be responsible for any charges or other expenses incurred by my misuse.
 - **1st offense:** Warning, **2nd offense:** No network use for 1 week. **3rd Offense:** No network use for 2 weeks, Etc. **Consequences will vary, based on the severity of the offense.**
 - Other disciplinary action may be given by the teacher or an administrator regardless of the IT policy.
- I agree that nothing is private on any electronic equipment at Lisbon Regional School. Any Administrator, including the IT Director can investigate and look at anything that was done on any device within the school, if need be, at any time.
- I agree that Lisbon Regional School is not responsible for any of my documents, saved work, or anything else that might get lost if a computer is re-imaged, damaged, or replaced, etc. I will regularly backup my data to Google drive, a thumb drive, or my H: drive.

3) **Etiquette.** You are expected to comply with the generally accepted rules of network etiquette. These include, but are not limited to the following:

- Comply with all school rules regarding behavior and personal conduct.
- Be polite, use appropriate language. Do not swear, use vulgarities, or other inappropriate language.
- Do not use the system for frivolous, harassing, or inconsiderate purposes, or to disrupt another person's use of the system.
- Do not reveal personal addresses or phone numbers.
- The IT Director and Administrators have access to all email and reserve the right to monitor the use of the district's network, internet, email, and all electronic devices.

4) **Reliability and Security.** The Lisbon Regional School District cannot be held responsible for any lost resources or damages incurred through the use of this account. This includes any lost electronic files located on any computer equipment.

5) **Fee Services.** Without the express permission of a sponsoring teacher, you may not use the network to access any data base, service, or download data or software which charges a fee for such service or access. If you do any of the foregoing you are liable for any and all charges.

6) **Terms and Conditions.** These terms and conditions reflect the entire agreement of the parties and supersede all prior oral or written agreements. The school district reserves the right to modify these terms and conditions at any time. These terms and conditions shall be governed by the laws of the State of New Hampshire, the United States of America, and the applicable policies of the Lisbon Regional School District.

***Agreement and Application For
Lisbon Regional School Computer Network and Internet Account***

Directions: After reading the Lisbon Regional School (hereafter LRS) Computer Network-Internet Access Terms and Conditions please read and fill out the appropriate portions completely and legibly. The signature of a parent or guardian is also required if you are under 18 years of age.

CONTRACT PORTION OF DOCUMENT

I HAVE READ THE LRS NETWORK-INTERNET ACCESS TERMS and CONDITIONS. I understand and will abide by the stated terms and conditions for the network. Should I commit any violation my access privileges may be revoked, school disciplinary actions and/or appropriate legal action may be taken.

User Name (please print): _____

User Signature: _____

Classroom Teacher: _____

Date: _____

PARENT OR GUARDIAN (if the applicant is under the age of 18 a parent or guardian must also read and sign this agreement). As the parent or guardian of this student I have read the Terms and Conditions for the LRSD NETWORK. I understand that this access is designed for educational purposes and the LRSD has taken precautions to eliminate controversial material. However, I recognize it is impossible for the district to restrict access to all controversial materials and I will not hold them responsible for materials acquired for the network. I hereby give my permission to issue and account for my child and certify that the information contained on this form is correct.

PARENT OR GUARDIAN (please print): _____

PARENT OR GUARDIAN SIGNATURE: _____