

# Dutchess BOCES

COLLABORATION, INNOVATION, EFFICIENCY, EXCELLENCE AND LEADERSHIP

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## Acceptable Use Policy [Use of Computers and Networked Information Systems]

### [Internet Use]

*Admin. Reg. No. 7161*

October 29, 1997

Revised: July 11, 2001

#### General:

A user account issued pursuant to BOCES Policy and these Administrative Regulations may be suspended or revoked in the event of a breach of any of the provisions set forth below. A breach of the terms of the [BOCES Policy](#) and these Administrative Regulations may also result in disciplinary action against the user consistent with the [Student Code of Conduct](#), any applicable collective bargaining agreement, and State and Federal laws and regulations, and, where the breach is suspected to be illegal, referral to appropriate law enforcement officials.

#### Responsibility:

An individual user is not permitted to damage or tamper with computers, computer systems, networks, or other user's folders, work, or files. Due to the wide availability of services and information on the Internet, some of which may be potentially offensive to certain groups of users, the individual user must be responsible for his/her actions in navigating the network.

#### Privacy:

Although users may possess privacy rights with respect to their electronic mail transmissions, they acknowledge that the network administrator may periodically need to review on-line activities in the course of performing routine maintenance of the system. Users further acknowledge that if they are suspected of having violated this policy or any other [BOCES Policy](#), rule and/or regulation, or any law, in any manner, the network administrator and/or appropriate school official may require access to their files to review on-line activities. The BOCES, and/or any of its agents and employees who review on-line activities of account holders suspected of having violated this policy, shall not be subject to any claims arising out of such review of on-line activities.

#### Security:

Security on any computer system is a high priority, especially when the network involves many users. Anyone identifying a security problem on the Internet must notify a network administrator.

#### Network Etiquette [Netiquette]:

Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to: being polite; not being abusive in messages to others; using appropriate language; not swearing or using vulgarities. Illegal activities are strictly forbidden.

#### Copyright:

Users must respect all copyright issues regarding software and attributions of authoring. The unauthorized copying or transfer of copyrighted materials may result in the suspension or revocation of a user's account.

#### Improper Use:

Users shall not post, send, transmit, publish, download, upload, copy, print or otherwise disseminate information containing any advertising or solicitation of other members to use goods and services that are not for school-related purposes. Users shall not use an account to conduct business or activity which is prohibited by law. The BOCES shall not be responsible for any financial obligation that may arise from a user's unauthorized use of the network/Internet.

#### Communicating:

When using the BOCES's computers and networked information resources, all users should use language appropriate

in the school context. Profanity, obscenity, vulgar or sexually offensive language is prohibited.

### Information on Other Systems on the Internet:

Some systems contain information that contains defamatory, abusive, obscene, profane, pornographic, age-inappropriate and otherwise offensive, threatening, inflammatory, hate-promoting, violence-promoting, anti-social, or illegal materials. The Dutchess BOCES does not condone or permit the use of such materials in the school environment. Users and parents/guardians of student users should be aware of the existence of such materials. Users who bring such materials into the school environment may have their account suspended or terminated, may be subject to school disciplinary action, consistent with the [Student Code of Conduct](#), applicable collective bargaining agreement, and State and Federal laws and regulations and may be referred to appropriate law enforcement officials where such activities are suspected to be illegal.

### Use of Network for Illegal Activities:

Users shall not tamper with, vandalize, read, modify, edit, delete or otherwise engage in unauthorized use of other users' files.

### Safety:

Any user who receives harassing, threatening, or unwelcome communications should immediately bring them to the attention of the teacher or principal.

### Due Process:

Any student user who is suspected of using the Internet in a manner that would violate this policy or any other [BOCES Policy](#), rule and/or regulation, or would violate any State or Federal law or regulation, will be notified of the alleged violation and provided with an opportunity to respond to and discuss the allegations.

Any staff user who is suspected of using the Internet in a manner that would violate this policy or any other [BOCES Policy](#), rule and/or regulation, or would violate any State or Federal law or regulation, will be notified of the alleged violation and provided with an opportunity to respond to and discuss the allegation in a manner consistent with the applicable collective bargaining agreement.

For more information:

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