

ACES Acceptable Use Policy (AUP) Code of Conduct

Rule	I understand this rule (sign name)
Educational Use <ul style="list-style-type: none"> • I will follow the directions of the teachers, staff and network administrators and observe all posted network security rules. • Technology is used to enhance learning. ACES secure network resources are provided to enrich the educational experience (e.g., file storage, content management system, student information system, library circulation/cataloging, educational software). • The Internet is very much a part of our curriculum. A major portion of our curriculum and curriculum resources involve accessing the Internet. 	
Respect for Privacy <ul style="list-style-type: none"> • I will respect the right to privacy of others. • I will only access or look into information on the computer if I have the permission of the owner of that information. • I will use only my assigned account. • I will not distribute private information about myself or others over the Internet. • I will not get together with anyone I meet on the Internet without first checking with and getting permission from my parents and/or a teacher, as appropriate. My work is not private. The teachers and principal and network administrators can look at any of my work, including but not limited to email, and if they find anything that breaks the rules, they can remove it. 	
Respect for Property <ul style="list-style-type: none"> • I will respect the property of others, including the school. • I will make no changes to, or delete computer programs, files or information belonging to others, unless I have been given permission to do so by the owner of the program, file or information. • I will not view, use, download, or copy passwords, data or networks that I am not authorized to see or use. • I will not destroy or damage data, networks, or other resources that do not belong to me, without permission. 	
Respect for Ownership <ul style="list-style-type: none"> • I will respect the rights of others to earn a living for their work. • I will use only computer software, files or information which I own or have been given permission to borrow. • I will use only software programs which have been paid for or are in the public domain. • I will only make copies of computer files and information that I own or have written. • I will not make illegal copies of games, music, movies, or other materials. • I will not plagiarize the work of others. 	
Respect for Others and the Law <ul style="list-style-type: none"> • I will only use computers, software and related technologies for purposes that are beneficial to others, that are not harmful (physically, financially or otherwise) to others or others property and that are within the law. • I will report any security risks or violations to a teacher or network administrator. • I will communicate only in ways that are kind and respectful. • I will report any threatening material or material that makes me uncomfortable to a teacher or network administrator. 	

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Rule	I understand this rule (sign name)
<ul style="list-style-type: none"> • I will not send copy or create any material that violates the school code of conduct (such as pornographic material, threatening, rude, discriminatory or meant to harass another). • I will not send copy or create any material that is illegal (such as obscenity, stolen materials, or illegal copies of copyrighted works). • I will not use the school's computer technology resources to engage in conduct that violates the school's code of conduct. • If I do not follow the school's rules for using the Internet and computers at school, legal consequences may apply including suspension or expulsion from school. • I am only allowed to use the Internet and school computers for school work, and nothing else. 	
Respect Your Network <ul style="list-style-type: none"> • I will not send spam, chain letters or other mass unsolicited mailings. • I will not buy, sell, advertise or conduct any other business using the school's computer technology resources unless approved as a school project. 	
Communicate and Collaborate on the Web <ul style="list-style-type: none"> • I will use all the above rules while posting my work to approved and secured sites (e.g., blogs, wikis, voice threads, pod casts). 	

To enhance student learning, this document is provided for students and parents/guardians to understand and accept the ACES Board approved AUP. Nothing in this document supersedes, replaces, or modifies, in any way the ACES Board Approved AUP.

Student: I understand and will abide by the above Internet Use Agreement. I further understand that any violation of these regulations is unethical, violates a publicized policy of ACES, and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

Grade/Team:	
User's Full Printed Name:	
User's Signature:	
Date:	

Parent or Guardian: As the parent or guardian of the above named student, I have read the rules and explained them to my child. I understand that ACES has taken precautions to eliminate online material not suitable to the educational environment, but it is impossible for ACES to restrict access to all controversial materials. I will not hold ACES, staff, faculty, agents and employees responsible for any exposure of my child to materials that I consider inappropriate. I accept full responsibility for supervision of my child online when my child is not in school. I give permission for ACES to issue accounts for my child to access online educational resources and the ACES secure network.

Parent or Guardian's Printed Name:	
Parent or Guardian's Signature:	

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Date:	
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