



# Student Network Guidelines

These guidelines apply both school provided computers and personal devices brought on campus.

## Personal Safety

1. I will not post personal contact information about myself or other people without the permission of my parents and teacher. Personal contact information includes but is not limited to my photo, address or telephone number.
2. I will not agree to meet with someone I have met online without my parent's approval.
3. I will promptly disclose to my teacher or other school employee any message I receive that is inappropriate.

## Illegal Activities

1. I will not attempt to gain unauthorized access to SHS network resources or to any other computer system to go beyond my authorized access for browsing or any other purpose. This includes attempting to log in through another person's account or access another person's files.
2. I will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means.
3. I will not read, move, rename, edit, delete, or in any way alter the files that have been created or organized by others.
4. I will not install software on any SHS computers or on the SHS network without direct supervision of SHS staff.
5. I will not alter hardware or software setups on any SHS computer resources.

## Security

1. I am responsible for my individual account and should take all reasonable precautions to prevent others from being able to use my account.
2. I will immediately notify a teacher or the campus administrator if I have identified a possible security problem with the network or peripheral computers. I will not go looking for these

security problems, because this may be construed as an illegal attempt to gain access.

3. I will take all precautions to avoid the spread of computer viruses.

## Inappropriate Language

1. Restrictions against inappropriate language apply to public messages, private messages, and material created for assignments or to be posted on web pages.
2. I will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
3. I will not engage in personal attacks, including prejudicial or discriminatory attacks. (Derogatory statements/disruption of education)
4. I will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If I am told by a person to stop sending them messages, I will stop.
5. I will not knowingly or recklessly post false or defamatory information about a person or organization.

## Respect for Privacy

1. I will not repost a message that was sent to me privately without permission of the person who sent me the message.
2. I will not post private information about another person.

## Respecting Resource Limits

1. I will use the technology at my school only for educational purposes.
2. I will not post chain letters or engage in "spamming." Spamming is sending an annoying or unnecessary message to a large number of people.
3. I will not download or use games, pictures, video, music, instant messaging, e-mail, or file sharing applications, programs, executables, or



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anything else unless I have direct authorization from a teacher.

4. I understand that SHS personnel may monitor and access any equipment connected to SHS network resources and my computer activity.
5. I will not stream sites such as (but not limited to) Netflix, Pandora, Youtube or Spotify unless I have direct authorization from a teacher or other staff member.

## Plagiarism and Copyright Infringement

1. I will not plagiarize works that I find on the Internet or on the computers at my school. Plagiarism is taking the ideas or writings of others and presenting them as if they were my own.
2. I will respect the rights of copyright owners. Copyright infringement occurs when I inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, I will follow the expressed requirements. If I am unsure whether or not I can use a work, I will request permission from the copyright

owner. If I am confused by copyright law, I will ask a teacher to answer my questions.

## Inappropriate Access to Material

1. I will not use SHS network resources to access or store material that is profane or obscene (e.g., pornography), that advocates illegal acts, that advocates violence or discrimination, or that is in any other way offensive, inappropriate or against the values of SHS.
2. I will not use the SHS Public Network to access any material that is inappropriate for a school environment.
3. If I mistakenly access inappropriate information, I will immediately tell my teacher or an administrator and will not attempt to access the inappropriate information again.
4. I understand that internet access is provided for support of classroom assignments, and I will not attempt to surf anonymously or modify the computer in any way to allow me access to websites or applications I am not authorized to use.

## Student and Parent/Guardian Agreement Form

I understand and will abide by the Network Guidelines. I further understand that any violation is unethical and may result in the loss of my network and/or laptop privileges as well as other disciplinary action.

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**Printed Name of Student**

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**Signature of Student**

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**Date**

I have reviewed and discussed this document with my child. My child understands the expectations and responsibilities associated network access.

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**Printed Name of Parent/Guardian**

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**Signature of Parent/Guardian**

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**Date**