



Sean McKenna, Superintendent  
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## STUDENT: ACCEPTABLE USE POLICY FOR COMPUTER, NETWORK, INTERNET & EMAIL SERVICES

Student access to the district computers, Network, Internet and other technology resources is provided to support student learning and research, and facilitate educational communication consistent with Griswold Public School's educational mission and curriculum goals.

I, \_\_\_\_\_, as a user of the Griswold Public School District's electronic information resources and computer networks, have read and will abide by the Acceptable Use Policy of the Griswold Board of Education and agree to the following conditions:

### Rules of Acceptable Use:

1. All electronic information resources shall be used for educational purposes only.
2. Users will act responsibly, ethically, and legally while using computers and network whether the property of Griswold Public Schools or personal equipment on campus.
3. Users will adhere to all copyright laws. Users must give credit to all work accessed via Internet. Permission should be obtained when appropriate.
4. Users will respect the privacy of others and protect password confidentiality.
  - Passwords are not to be shared with others.
  - Using another user's account or password is prohibited.
5. Users will be considerate of other technology users and will use polite and appropriate language at all times when accessing these resources.
6. Users will keep any personal information about themselves or others private while accessing the network or Internet.
7. Users will immediately report any problems or breaches of these responsibilities, or any inappropriate messages received, to the teacher or to the school personnel who are supervising use of these resources.
8. Users will take care of and respect all equipment or network resources at all times.
9. Users will not knowingly degrade or disrupt electronic information resources, services, or equipment, and understand that such activity may be considered to be a crime and includes, for example, tampering with computer hardware and software, vandalizing or modifying data without permission, invoking computer viruses, attempting to gain access to restricted or any unauthorized networks or network services, or violating copyright laws.
10. Users will act responsibly at all times and will avoid all other activities that are considered to be inappropriate in the electronic school environment, including purchasing products, harassing, bullying, discriminatory or threatening communications and behavior.
11. While network files will be respected, users must understand that all information may be accessed by technology staff and administration. Users should not assume that any information in network files is private or confidential.



# STUDENT: ACCEPTABLE USE POLICY FOR COMPUTER, NETWORK, INTERNET & EMAIL SERVICES

## Unacceptable Use Includes\*:

1. Any use involving materials that are obscene, pornographic or otherwise inappropriate.
2. Using the computer to harm other people or their work.
3. Any action that interferes with the operation of the network, including sending chain letters to school users or outside parties.
4. Trespassing in another's folder, work or files.
5. Not obeying the rules of copyright regarding software; changing settings or installing software without permission.
6. Accessing, attempting to access or using another person's password to access any area or site that has been blocked, locked or to which access has been limited by the system administrator.
7. Users will not knowingly degrade or disrupt electronic information resources, services, or equipment, and understand that such activity may be considered to be a crime and includes, for example, tampering with computer hardware and software; vandalizing or modifying data without permission; invoking computer viruses; and attempting to gain access to restricted or any unauthorized networks or network services, or violating copyright laws.

*\*This list is not all inclusive*

The use of electronic resources, including the Internet and network, is a privilege, not a right, and unacceptable use will result in withdrawal of these privileges and/or other disciplinary actions. All users are expected to exercise good judgment. The user's parent or guardian may be held financially accountable for any intentional damage to technology resources, equipment or network. The district's Superintendent of schools or his/her designee will determine when disciplinary action is necessary.

I acknowledge that \_\_\_\_\_ and \_\_\_\_\_  
*Student Name (please print)* *Guardian Name*

have read, understand and will abide by the above policy when using Griswold Public Schools' network and computer systems.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School:  GES  GMS  GHS  GAS Current Grade: \_\_\_\_\_



# STUDENT: ACCEPTABLE USE POLICY FOR COMPUTER, NETWORK, INTERNET & EMAIL SERVICES

## PARENTAL CONSENT

I give the Griswold Public School District permission to allow my child to access and use electronic information resources for educational and research purposes.

I have read this Acceptable Use Agreement and have explained and discussed its importance with my child.

I understand, and have explained to my child, that he/she may lose his/her privilege to use these resources at school and may face disciplinary action if he/she does not follow this Agreement and the Board's Policy. I understand that I may be held liable for costs incurred by my child's deliberate misuse of electronic information resources or of the District's electronic equipment or software programs.

I understand that the District will employ filtering programs, access controls, and active supervision by staff to protect students from any misuses and abuses as a result of their use of the District's electronic information services. I also understand that these controls, filters, and monitors are not foolproof and that my child may access material which I might consider controversial and offensive. I understand that the Griswold Public Schools District has no control over the content of the information available on the Internet. I will not hold the Griswold Board Of Education Board liable for materials my child obtains or views from these electronic information resources.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please contact the technology department with any questions:**

**GPS TECHNOLOGY DEPARTMENT**  
[griswoldtechnology@griswoldpublicschools.org](mailto:griswoldtechnology@griswoldpublicschools.org)  
Help Desk: (860) 376-7662

**GRISWOLD ELEMENTARY SCHOOL (GES)**

Joseph Bordeau, Principal  
[JBordeau@griswoldpublicschools.org](mailto:JBordeau@griswoldpublicschools.org)

303 Slater Avenue,  
Griswold, CT 06351

**GRISWOLD MIDDLE SCHOOL (GMS)**

Louis Zubek, Principal  
[LZubek@griswoldpublicschools.org](mailto:LZubek@griswoldpublicschools.org)

211 Slater Avenue,  
Griswold, CT 06351

**GRISWOLD HIGH SCHOOL (GHS)**

Erin Palonen, Principal  
[EPalonen@griswoldpublicschools.org](mailto:EPalonen@griswoldpublicschools.org)

267 Slater Avenue,  
Griswold, CT 06351