ALAMEDA UNIFIED SCHOOL DISTRICT
Excellence & Equity For All Students

Alameda Unified School District Student Acceptable Use Policy (SAUP)

Purpose

The Alameda Unified School District (AUSD) provides technology, network, devices, and internet services for the specific and limited purpose of achieving the district's goals and accomplishing its educational and organizational purposes. All other activities are prohibited. AUSD technology, network, devices, and internet services always remain the property of the district. All students must comply with AUSD Board Policy BP6163.4 and its supporting Administrative Regulation AR6163.4.

Terms and Conditions Responsibilities

Students must accept personal responsibility for appropriate use of technology and report any misuse to a teacher.

Appropriate Conduct

Students are expected to abide by the generally accepted rules of user etiquette. For example:

- Students must only access their own user email, account, and files.
- Be polite and concise. Use appropriate language.
- Use the network in a way that would not disrupt access by others.
- Only use devices and electronic resources as allowed.
- Use of AUSD technology for sales, advertisements or solicitations is prohibited.
- Adhere to copyright and plagiarism laws.

Inappropriate Conduct

The following are prohibited:

- Anything prohibited by law, district, or school rules.
- Using obscene language, intentionally accessing, or possessing obscene or pornographic material, as defined in subdivision (a) of Penal Code Section 313.
- Harassing, insulting, or attacking others.
- Using or distributing another person's password.
- Sending or displaying intimidating, offensive, sexually explicit, or hate-related material.
- Accessing another person's folders, work, or files without their consent.
- Participating in non-district approved forums, chat rooms, or exchanges.
- Possession or use of any tools designed for probing, monitoring, bypassing filters or breaching the security of the network or infecting the network with a virus.
- Using the network and devices for non-school related activities such as network games, downloading of music or video files, or serving as a host for such activities.
- Using proxies, downloading files or using other methods to bypass District internet filters.
- Using the network and devices for commercial purposes.
- Activities that would subject the district or the individual to criminal, civil, or administrative liability.
- Violating copyright laws.

Privacy and Security

Use of district technology, devices, networks, and internet services does not create any expectation of privacy. The district reserves the right to search and/or monitor any information created, accessed, sent, received, and/or stored in any format or on any equipment owned by or connected to the district's network. Users may encounter material they interpret as controversial, inappropriate, or offensive. E-mail is not guaranteed to be private. It has the potential to be viewed globally.

- Passwords need to be always protected.
- Students are not to disclose confidential information to other individuals.
- Do not reveal any personal information, home address, or personal phone numbers on the network.
- Never open, forward, or download any attachments or files that are unknown to you, or that are suspected to contain viruses.
- Never demonstrate a problem to other users.

Notify a teacher if you identify a security problem. Any student identified as a security risk will be immediately denied technology use until resolved.

Theft and Vandalism

Theft is defined as accessing, removing, or copying school, district, or another person's personal property. This includes both electronic data and physical property. Vandalism is defined as any attempt to harm or destroy data of another user, other agencies or networks, or technology equipment. This includes, but is not limited to, the uploading or creation of computer viruses. Vandalism or theft will result in loss of computer services, disciplinary action, parent conference, and/or police or legal referral.

Disclaimer and Liability

The Alameda Unified School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. AUSD will not be responsible for any damages suffered while on their system or using their devices. These damages include loss of data as a result of delays, non-deliveries, misdirected, or service interruptions caused by the system, power outage, errors, or omissions. Use of any information is at your own risk. AUSD specifically denies any responsibility for the accuracy of information obtained through its services.