Acceptable Use Policy

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Introduction

Heritage Academy provides computer resources to enhance the educational experiences of its students. Students should view the use of these resources as a privilege and are expected to use these resources in a manner consistent with the Mission of the school, existing school policies, as well as all Federal, State and Local laws. Any activity that is unethical, illegal, disruptive, offensive or mischievous is inappropriate. The student is ultimately responsible for his conduct on the system, and will be held accountable for his actions while using any facet of the computer system on Campus, or attempted access while off campus. Access will be revoked for blatant misuse of system.

Equipment and Facilities

The computer's, local hard drives, network drives, user accounts, and data networks are all property of Heritage Academy. Use of any of these systems, including attaching a personal device to the schools data network is provided to support the academic experience. As such, this property may be checked by a member of the Technology Department without notice, in order to maintain compliance with acceptable computer use policy. Privacy of information stored on school property should not be expected.

Username and Password

All students are issued a username and a password. Network activity is tracked by user name, therefore, this information must be kept private and confidential. Any violation of this Acceptable Computer Use Policy attributed to a student's username will result in disciplinary action being taken against that student.

Prohibitions

Students are prohibited from doing the following on school computer equipment:
- Damaging, changing, or tampering with any part of the school's computer system, hardware or software
- Copying copyrighted software
- Using, altering, creating, or distributing a password not specifically issued to the student,
- Adding, deleting, or altering files or installing programs without the Technology Department's permission
- Engaging in non-academic uses of the computer system, such as gaming and unauthorized social media
- Accessing or storing illegal or other material not in keeping with the standards of Heritage Academy (refer to the Scholar Handbook for standards)
- Using the Internet or e-mail to solicit or conspire about illegal activities
- Making harassing, threatening, prejudicial or discriminatory statements over the computer system

- Accessing, storing, transmitting or distributing offensive, indecent, obscene or pornographic materials in any form
- Storing, transmitting or distributing protected (copyrighted) material without the written consent of the holder of the protection rights
- Circumventing or attempting to circumvent the security measures on any school computer (including looking for and using any WPA wifi passwords)
- Introducing any form of computer virus or malware to any school computer
- Use not consistent with the expectation of all Heritage Scholars

Limitation of School Liability

Heritage Academy is not responsible for a student's exposure to inappropriate or unacceptable material, and cannot guarantee the accuracy or quality of any information found on the Internet. The school is not responsible for damages which may occur as a result of interruption of service or loss of data, or financial obligations which result from unauthorized or improper use of the network or the Internet.

Cyberbullying

Cyberbullying at Heritage Academy is defined to be any use of a computer and/or communication system (the Internet) to threaten, harass, humiliate, embarrass or otherwise target any other person with hurtful comments. This includes language and other related conversations and behavior which would not be tolerated in normal interactions. Cyberbullying is prohibited. Consequences for cyberbullying depending on the infraction may include reprimands, computer account revocations, and other actions deemed necessary and appropriate by the principal.

I have read this policy and agree to abide by it.

_____   _____

Student Name and Signature   Date

_____   _____

Parent Name and Signature   Date