

ACCEPTABLE USE POLICY

LONDON DISTRICT CHRISTIAN SECONDARY SCHOOL



Last Name:		Please print clearly where applicable
First Name:		
Grade:		
Student Sign here:	I have read this document carefully. I understand it and will abide by it.	
Parent Co-sign:	I have read this document and have discussed it with my son/daughter.	
Date:		

Introduction

This Acceptable Use Policy (AUP) serves two purposes: first, as a policy document for computer use throughout the school and second, as a contract for Internet use in the classrooms and the library. Acceptable Use Policies are common in industrial and educational institutions. They guide users to use expensive equipment properly and safely. Proper use will help minimize costs and repairs; will help keep computers functional every day; and will ensure good moral behaviour. All new students to London District Christian Secondary School must sign this document in order to use our computer equipment and his/her agreement to this policy document will remain in effect for all years spent at LDCSS.

Our goal in providing computer accessibility and the Internet service is to equip students with the ability to do their work and access information using computer technology and to facilitate resource sharing, innovation, and communication. Believing that God instructed humankind to explore, unfold, understand, develop and care for His world; computer technology can be used as a tool in His service. Using technology to further unfold His creation brings tremendous responsibility. As Christians, we must be discerning and careful when using computer technology. Thankful for its blessings and sensitive to its perversities, we must employ it in ways that provide service to God and His world.

The Internet gives access to computers and people all over the world. It also makes available material that is not considered to be of educational value in the school setting and not in keeping with the Christian values of this school. LDCSS has taken precautions by way of education, staff monitoring, and this signed AUP contract to restrict access to controversial materials. We believe that benefits derived from the information and interaction available on this worldwide network outweighs the negative possibility that users may obtain material that is not consistent with the educational goals of LDCSS. In addition to safeguards mentioned above, LDCSS staff supervises the school library and the student is required to sign-in, indicate his/her area of research, and sign-out whenever the computer is used. The use of the Internet is a privilege, not a right. Random checks of files and computers are made to determine whether the accounts are being used in a manner that is consistent with this agreement. Students accepting computer access consent to such monitoring. If an LDCSS user violates any of these guidelines, his or her computer account/access will be terminated and future access could be denied. Violations of this agreement will be referred to appropriate school officials for disciplinary action.

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Specifics

Computer Network Use

- Accounts are to be used for educational and research purposes only, and consistent with the educational objectives of LDCSS.
- Do not interfere with the proper operation of LDCSS computer systems and networks.
- Do not use your account or the network in such a way that you would disrupt the use of the computers by other users.
- Do not use your computer access or the network in a wasteful or frivolous manner.
- Do not access or change any system settings in DOS, Windows, or otherwise.
- Do not use an account owned by another individual—respect the privacy of other individuals.
- Do not share your account with another individual—forgotten or expired passwords can be reinstated.
- Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm hardware, software, network systems, or anyone's data. Vandalism includes creating or passing viruses.
- You may be financially liable for the cost of any system repairs for damages that you cause.
- If you feel you can identify a security problem on the LDCSS computer network, you must notify the system administrator or the principal. Do not demonstrate the problem to others.
- If you are unfamiliar with any program on the computer, choose CANCEL or ESC rather than OK; since 'ok' often registers permanent changes to programs.

Internet Use

- Do not use the network for any illegal activity (ie. violating copyright, gaining access into other computer systems).
- Do not use the network for financial or commercial gain (ie. online sales, gambling).
- Do not reveal your or anyone's personal address/phone number on the Internet.
- Be polite. Do not be abusive in your messages to others. Use appropriate language. Do not swear, use vulgarities, harass others, or use any other inappropriate language.
- Always obtain permission from the supervising teacher before accessing the Internet, and in the library use the "Sign-in Logs".
- E-mail is not permitted in the library unless it is homework you send to/receive from home; however you must first obtain permission from the supervising teacher.
- Do not open any attachments to e-mail unless you authored its contents. When in doubt, ask for assistance.
- Downloading any program from the Internet is not permitted.
- Subscribing to newsgroups and engaging in chat (ie. MSN, ICQ) are not permitted.
- Do not play network games.
- Special Internet activities may be permitted in the computer room at noon hours with teacher permission.
- Conduct yourself on the Internet in a Christian manner consistent with the purposes of LDCSS.

Disclaimer: LDCSS makes no warranties of any kind, whether expressed or implied, for the service that is provided. LDCSS or any staff member will not be responsible for any damages you suffer. This includes loss of data resulting from delays, service interruptions caused by its own malfunction (ie. down printers or bad diskettes), lost marks for late submissions of homework, or your errors and omissions. Use of any information obtained via the Internet is at your own risk. No guarantee of complete privacy is made. LDCSS specifically denies any responsibility for the accuracy or quality of information obtained through the Internet.