

TECHNOLOGY USE POLICY

VAUGHN PUBLIC SCHOOL DISTRICT 74

Use of the Vaughn School District technology is a privilege. The district administrator or designee may be required to access users files to maintain the integrity of the system and to assure compliance with the **Code of Ethics for Technology Users**. Every effort will be made to ensure the privacy of users files in performing maintenance.



Users will comply with the following **Code of Ethics for Technology Users** to assure that technology is operated and maintained in accordance with Vaughn School District policies. By checking and initializing the appropriate space on the student enrollment form, users and their

parents/guardians acknowledge that they have read the **Code of Ethics for Technology Users** and that they understand their responsibilities.

This form will remain on file with the district and will need to be signed by the parents/guardians of all students prior to their use of the technology in the district. Any changes affecting this **Code of Ethics for Technology Users** will be discussed with students and the appropriate information/modified forms sent home for review and re-signing if necessary.



CODE OF ETHICS FOR TECHNOLOGY USERS

1. All use of technology will be in support of education and research and consistent with the purposes of Vaughn School. No unauthorized use will be allowed.
2. Harassing, defamatory, pornographic, or obscene language and graphics will not be accessed or used in any way.
3. Users will respect the right of personal privacy. Accessing another person's files or information is prohibited.
4. Only under the direction of authorized personnel or technicians will users be allowed to download or install programs or make computer setting changes.
5. Users will abide by all copyright laws.
6. Vandalism will result in termination of users privilege to use technology at Vaughn School and may result in monetary retribution and/or legal action.
7. Users will comply with the Use Policy of the district Internet provider.
8. Student use of chat rooms and/or e-mail will only be allowed under the direction of authorized personnel.

PENALTIES FOR VIOLATION

Offenders of the Technology Use Policy of Vaughn School will report to the school administrator for review of their case and punishment will be assessed at the administrator's discretion as follows:

1st Offense: Suspension of the use of technology privileges for 10 school days. Written notification will be sent to parents.

2nd Offense: Suspension of the use of technology privileges for 90 school days or the remainder of the school semester (at the discretion of the school administrator). Parents will meet with the school administrator before user will again be allowed use of technology.

3rd Offense: User will lose use of technology privileges for the remainder of the school year and may face possible suspension from school and/or expulsion.

NOTES: When appropriate the school administrator may determine an accelerated schedule of loss of technology privileges. In the case where the user is not a student then abuse of the technology privileges will result in suspension of technology privileges for adequate periods of time as determined by the school administrator.