

Acceptable Use Policy

Purpose

This policy outlines appropriate and inappropriate use of Eugenio María de Hostos Charter School (hereafter referred to as EMHCS) hardware and internet resources, including the use of browsers, electronic mail, instant messaging, uploading and downloading files, and voice communications. Use of these services is subject to the following conditions.

Your Account

Internet access at EMHCS is controlled through individual accounts and passwords as well as assigned devices. The Technology Coordinator defines appropriate internet access levels for the students.

Each user of the EMHCS internet system and/or hardware is required to read and sign an Acceptable Use Policy Agreement before using a device or accessing the school's internet.

Appropriate Use

Individuals utilizing EMHCS hardware and/or internet are encouraged to use the devices & services to further the mission and vision of EMHCS. The types of activities that are encouraged include:

1. Communicating with fellow students or school staff, i.e., teachers, paraprofessionals, office staff, counselors, social workers, or principals.
2. Acquiring or sharing information necessary to complete school assignments.
3. Participation in educational or athletic meetings/activities.

Inappropriate Use

Individual Internet use at EMHCS will not interfere with others' productive use of Internet resources. Users will not violate the network policies of any network accessed through their account. Internet use at EMHCS will comply with all Federal and New York laws, all established policies, and contracts. This includes, but is not limited to, the following:

1. The internet may not be used for illegal or unlawful purposes, including, but not limited to, copyright infringement, obscenity, libel, slander, fraud, defamation, plagiarism, harassment, intimidation, forgery, impersonation, illegal gambling, soliciting for illegal pyramid schemes, and computer tampering (e.g., spreading computer viruses).
2. The internet may not be used in any way that violates EMHCS, rules, or administrative orders, including, but not limited to, any applicable code of conduct policies. Use of the internet in a manner that is not consistent with the mission of EMHCS and that may misrepresent or violate any EMHCS policies is prohibited.
3. Individuals should limit their personal use of the internet. EMHCS allows limited personal use for communication with family and friends, independent learning, and public service. EMHCS prohibits use for mass unsolicited mailings, access for non-EMHCS students to EMHCS resources or network facilities, uploading and downloading

of files for personal use, access to pornographic sites, gaming, competitive commercial activity, and the dissemination of chain letters unless pre-approved by EMHCS.

4. Individuals may not establish company computers as participants in any peer-to-peer network, unless approved by EMHCS.
5. Individuals may not view, copy, alter, or destroy data, software, documentation, hardware, or data communications belonging to EMHCS or another individual without authorized permission.
6. In the interest of maintaining network performance, users should not send unreasonably large electronic mail attachments or video files not needed for business purposes.
7. Individuals will only use EMHCS – pre-approved services, specifically (none at this time), for voice communication over the Internet.

Security

For security purposes, users are encouraged not to share account or password information with another person. Internet accounts are to be used only by the assigned user of the account for authorized purposes. Attempting to obtain another user's account password is strictly prohibited. If a password reset is needed for any reason, only the Technology Support Professional or the Technology Coordinator can perform a password reset. Users must take all necessary precautions to prevent unauthorized access to Internet services.

Failure to Comply

Violations of this policy will be treated like other allegations of wrongdoing at EMHCS. Allegations of misconduct will be adjudicated according to established procedures. Sanctions for inappropriate use of the internet may include, but are not limited to, one or more of the following:

1. Temporary or permanent revocation of access to some or all computing and networking resources and services.
2. Disciplinary action according to applicable EMHCS policies.
3. Legal action according to applicable laws and contractual agreements.

Monitoring and Filtering

EMHCS may monitor any internet activity occurring on EMHCS equipment or accounts. EMHCS currently employs filtering software to limit access to sites on the internet. If EMHCS discovers activities that do not comply with applicable law or school policies, records retrieved may be used to document the wrongful content in accordance with due process.

Disclaimer

EMHCS will assume no liability for any direct or indirect damage arising from a user's connection to the Internet. EMHCS is not responsible for the accuracy of information found on the internet and only facilitates the access and dissemination of information through its systems. Users are solely responsible for any material they access and disseminate online.

Users are encouraged to use EMHCS internet access responsibly. Should you have any questions regarding this Acceptable Use Policy, feel free to contact (John Harris) at (jharris@emhcharter.org).

Acceptable Use Policy User Agreement

I hereby acknowledge that I have read and understand the Acceptable Use Policy of Eugenio María de Hostos Charter School. I agree to abide by these policies. I understand that if I violate such rules, I may face legal or disciplinary action according to applicable law or school policy.

I hereby agree to indemnify and hold EMHCS and its officers, trustees, employees, and agents harmless for any loss, damage, expense or liability resulting from any claim, action or demand arising out of or related to the use of EMHCS owned computer resources and the network, including reasonable attorney fees. Such claims shall include, without limitation, those based on trademark or service mark infringement, trade name infringement, copyright infringement, unfair competition, defamation, unlawful discrimination or harassment, and invasion of privacy.

Student Name (print)

Student Signature

Date