

## Student Computer and Internet Use Policy

Central Florida Preparatory School uses computers as one way of enhancing its mission to teach the skills, knowledge and behaviors students will need as successful and responsible adults in the community and as life-long learners. Computers provide unequalled opportunities to explore and use a varied and exciting set of resources. In order to make these resources available to everyone, those who use the school's available technology must do so in a way that is consistent with their educational mission. These rules are intended to provide general guidelines and examples of prohibited computer and Internet uses, but do not attempt to state all required or prohibited activities by users. Failure to comply with the *Central Florida Preparatory School Student Computer and Internet Use Policy* and these rules may result in loss of computer and Internet privileges, and/or legal and disciplinary action.

### **A. Computer Use is a Privilege, Not a Right**

Student use of the school unit's computers, networks and Internet services is a privilege, not a right. No person will deliberately or willfully cause damage to computer equipment or assist another in doing the same. Unacceptable use/activity may result in suspension or cancellation of privileges as well as additional disciplinary action and/or legal action. The Director or school Principal shall have final authority to decide whether a student's privileges will be denied or revoked.

### **B. Acceptable Use**

Student access to the school unit's computers, networks and Internet services are provided for educational purposes and research consistent with the school unit's educational mission, curriculum and instructional goals.

The same rules and expectations govern student use of computers as apply to other student conduct and communication.

Students are further expected to comply with these rules and all specific instructions from the teacher or to his/her supervising staff member when accessing the school unit's computers, networks and Internet services.

### **C. Prohibited Use**

The user is responsible for his/her actions and activities involving school unit computers, networks and Internet services, and for his/her computer files, passwords and accounts. Examples of unacceptable uses that are expressly prohibited include, but are not limited to the following:

1. **Accessing Inappropriate Materials** - Accessing, submitting, posting, publishing, forwarding, down loading, scanning or displaying materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal;
2. **Illegal Activities** - Using the school unit's computers, networks and Internet services for any illegal activity or that violates other school policies, procedures and/or school rules;
3. **Violating Copyrights** - Copying or downloading copyrighted material without the owner's permission;
4. **Plagiarism** - Representing as one's own work any material obtained on the Internet (such as term papers, articles, etc). When Internet sources are used in student work, the author, publisher and Web site must be identified;

5. **Copying Software/Media Files** - Copying or downloading software without the express authorization of the system administrator; illegally downloading music, photos, movies or other such files;
6. **Non-School Related Uses** - Using the school unit's computers, networks and Internet services for non-school-related purposes such as private financial gain; commercial, advertising or solicitation purposes;
7. **Misuse of Passwords/Unauthorized Access** - Sharing passwords, using other users' passwords without permission and/or accessing other user accounts;
8. **Malicious Use/Vandalism** - Any malicious use, disruption or harm to the school unit's computers, networks and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses.
9. **Unauthorized access to Social Networking/Chat Rooms/News Groups** - Accessing social networking sites or software, chat rooms or news groups without specific authorizations from the supervising teacher.

**D. No Expectation of Privacy**

Central Florida Preparatory School retains control, custody, and supervision of all computers, networks and Internet services owned or leased by CFP. CFP reserves the right to monitor all computer and Internet activity by students. Students have no expectation of privacy in their use of school computers, including email and stored files. Each person will respect the rights of others to the protection of the files they store on a computer and will not alter or damage such files.

**E. Compensation for Losses, Costs and/or Damages**

The student and/or the student's parent/guardian shall be responsible for compensating the school for any losses, costs or damages incurred by the school related to the violations of the *Central Florida Preparatory School Computer and Internet Use Policy* and/or these rules, including investigation of violations.

**F. Central Florida Preparatory School Assumes No Responsibility for Unauthorized Charges, Costs, or Illegal Use**

CFP assumes no responsibility for any unauthorized charges made by students, including but not limited to credit cards charges, long distance telephone charges, equipment and line costs, or for any illegal use of its computers such as copyright violations.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name (Printed) \_\_\_\_\_