



Draft of Revision

IJNDC-E

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LAPTOP COMPUTER USAGE CONTRACT

This contract is intended to provide guidelines and examples of prohibited computer and Internet uses, but does not attempt to state all required or prohibited activities by users. Failure to comply with all Regional School Unit No. 24 (RSU) policies and this contract 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 RSU computers, networks and Internet services is a privilege, not a right. Unacceptable use and/or activity may result in suspension or cancellation of privileges, as well as disciplinary and/or legal action. The Building Administrator (BA) shall have final authority to decide whether a student's privileges will be denied or revoked.

B. Acceptable Use

Student access to RSU computers, networks and Internet services are provided for educational purposes and research consistent with the RSU's educational mission, curriculum and instructional goals. All rules and expectations that apply to student conduct and communication also govern student use of RSU computers. RSU students are expected to comply with these rules as well as all instructions from teachers and/or other staff members when accessing RSU academic computing resources - including but not limited to devices, networks and peripherals, as defined in RSU policy IJNDB.

C. Expected Usage

Students are responsible for their actions and activities involving RSU computers, networks and Internet services, and for their computer files, passwords and accounts. Examples of prohibited uses include, but are not limited to, the following:

1. **Accessing Inappropriate Materials** – Accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying materials that are defamatory, abusive, obscene vulgar, sexually explicit, sexually suggestive, threatening, discriminatory harassing and/or illegal;
2. **Illegal Activities** – Using RSU computers, networks and internet services for any illegal activity or any other usage that violates RSU 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. **Software** – Copying or downloading software without expressed written authorization of the BA;
6. **Non-School Related Uses** – Using the RSU 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 and/or accessing other user accounts;
8. **Malicious Use/Vandalism** – Any malicious use, disruption or harm to RSU computers, networks and internet services, including but not limited to hacking activities and creation/uploading of computer viruses;
9. **Unauthorized access to Chat Rooms/News Groups** – Accessing chat rooms or news groups without specific authorization from the teacher.
10. **Hacking** - The unauthorized accessing of devices, networks and/or peripherals.

D. No Expectation of Privacy

The RSU retains control, custody, and supervision of all computers, networks and Internet services owned or leased by the RSU, and reserves the right to monitor all computer and Internet activity by students. Students have no expectation of privacy in their use of RSU devices, including email and stored files.

E. Compensation for Losses, Costs and/or Damages

The student and/or the student’s parent/guardian shall be responsible for compensating the RSU for any losses or damages incurred to any RSU laptop while in a student’s possession. **Any student who incurs a fee as the result of damage to or loss of a laptop, charger, or bag will not be issued a replacement until these fees have been paid.**

F. The RSU Assumes No Responsibility for Unauthorized Charges, Costs, or Illegal Use

The RSU 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.

We have reviewed these guidelines, understand and agree to the provisions set forth. We understand and accept all financial and legal liabilities that may result from the students’ use of RSU 24 computers, MLTI laptops, networks, and Internet service.

Date: _____ Parent Signature: _____

Date: _____ Student Signature: _____

- Cross References: Policy IJNDB Student Computer and Internet
- Policy IJNDC-I Laptop Insurance Program Policy (MSMA)
- Policy DIA RSU Technology Protection Program

Adopted: August 17, 2010
Revised: September 6, 2016
Revised: