INFORMATION SERVICES ACCOUNT APPLICATION & ACCEPTABLE USE POLICY

Washington Unified School District has actively pursued making advanced technology and increased access to learning opportunities available to our staff. With this new tool, staff must understand and practice proper and ethical use of District resources and agree to the following conditions before its use.

CONDITIONS AND RULES FOR USE

1. **Acceptable use of internet Resources**
   Internet access through the Washington Unified School District is intended solely for the support of education, research, and legitimate business purposes. Use of the WUSD Internet access must be consistent with the educational objectives of the WUSD and any improper use will result in revocation of the users' privileges, inappropriate use may also constitute grounds for employee discipline up to and including dismissal.
   WUSD Internet access is expressly prohibited for any of the following:
   - Access to pornographic or sexually explicit materials,
   - Access to information promoting or instructing in acts of terrorism or teason,
   - Access to information instructing or promoting armed rebellion, racial or ethnic discrimination, or other forms of hate crimes,
   - Access to information pertaining to the design, purchase, acquisition, or construction of any type of weapon or explosive device, or other instrument capable of causing physical harm or death,
   - Access to information, which in any way advocated, instructs, or promotes the violation of any laws of the State of California or the United States of America.

2. **Privilege**
   The use of WUSD information services is a privilege, not a right. Inappropriate use, including any violation of these conditions and rules, may result in cancelation of the privilege. WUSD, under this agreement, is delegated the authority to determine appropriate use and may deny, revoke, suspend, or close any user account at any tune based upon a determination of inappropriate use by account holder or user.

3. **Monitoring**
   WUSD reserves the right to review any material on user accounts and to monitor fileserver space in order for WUSD to make determinations on whether specific uses of the network are inappropriate.

4. **Network Etiquette (netiquette)**
   - All users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
   - Be polite. Do not give abusive in your messages to others.
   - Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Do not engage in activities, which are prohibited under state or federal law.
   - Do not reveal your personal address or phone numbers of students or colleagues.
   - Note that electronic mail (e-mail) is not private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities will be reported to the authorities and will result in the loss of user privileges.
   - Do not use the Internet in such a way that you would disrupt the use of the network by other users.
   - All communications and information accessible via the Internet should be assumed to be private property of those who put it on the network.

5. **Procedures for Use**
   Users shall not play games or use the computer resources in a manner that would constitute unauthorized use of WUSD equipment, time, materials, or facilities.

6. **Security**
   Security on any computer system is a high priority, especially when the system involves many users. A user must never allow others to use his/her password. Users should also protect their passwords to ensure system security and their own privileges and ability to continue.

If you can identify a security problem with WUSD Information Services, including the Internet, you must notify a system administrator. Do not demonstrate the problem to other users.

Attempts to log on to the WUSD Information Services as a system administrator may result in cancellation of user privileges.

Any user identified as a security risk for having a history of problems with other computer systems may be denied access to services.

7. **Vandalism and Harassment**

Vandalism and harassment will result in cancellation of user privileges.

Vandalism includes, but is not limited to any malicious attempt to harm, modify, and destroy data of another user, Internet or other networks that are connected to the Internet backbone. This includes, but is not limited to, the uploading or creating or computer viruses.

Harassment includes, but is not limited to the persistent annoyance of another user, or the interference of another user's work. Harassment includes, but is not limited to, the sending of unwanted mail.

8. **Encounter of Controversial Material**

Users may encounter material, which is controversial which they may consider inappropriate or offensive. However, on the Internet it is impossible to control the content of data and a user may discover controversial materials. It is the user's responsibility not to initiate access to such material. WUSD shall not be held liable for any decision to restrict or regulate access to Internet materials

9. **Ability to Update**

The WUSD Information Services may occasionally require new registration and account information from you to continue service. You must notify the Information Systems staff of any changes in your account information.

10. **Penalties for Improper Use**

Any user violating these rules, applicable State and federal laws, or WUSD policies is subject to loss of access privileges and any other WUSD disciplinary options up to and including dismissal.

In addition, pursuant to State of California law, any unauthorized Internet access, attempt access, or use of any state computing and/or network system is a violation of Section 502 of the California Penal Code and/or other applicable federal laws, and is subject to criminal prosecution.

I have read the conditions and rules for use, and agree to the items herein. I agree to abide by the acceptable use of the Internet and proper network etiquette. I also agree to report any misuse of the information system to the WUSD system administrator. Misuse can come in many forms such as messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, and other issues described above.