



South Pasadena Unified School District

1020 El Centro Street

South Pasadena, California 91030

(626) 441-5810

<http://www.spusd.net>

2011-2012

**South Pasadena Unified School District Network and Internet
Access Agreement for Students' Acceptable Use
of District-Wide Computer Network**

The Board of Education recognizes the educational value of using telecommunication services for communication and information access and encourages the use of such resources to enhance student learning. However, because of the cost and sensitivity of computer equipment and because of the unregulated nature of material found on the Internet, the rules for usage must be understood by all staff, parents and students.

Rules and Regulations

1. The student in whose name an electronic information services account is issued is responsible for its proper use at all times. The student shall keep personal account numbers, home addresses, and telephone numbers private. The student shall use the electronic information services only under her/his account number.
2. The District's electronic information services shall be used only for purposes related to education. Purely commercial political, and/or personal use of the District's services is strictly prohibited.
3. The student shall not use the District's electronic information services to encourage the use of drugs, alcohol, tobacco, nor shall she/he promote unethical practices or any activity prohibited by law or District policy.
4. The student shall not transmit, download or communicate material that is threatening, obscene, disruptive or sexually explicit, or that could be construed as harassing or disparaging to others based on their race, national origin, sex, sexual orientation, age, disability, religion or political beliefs.
5. Copyrighted materials may not be placed onto the system without the author's permission and the permission of the system administrator. In addition, no computer programs shall be uploaded to, or downloaded from, District computers without prior permission.
6. Equipment is owned by the District. As a result, students are not allowed to alter the configurations of individual stations.

7. Vandalism (including the alteration of individual machine configuration) will result in cancellation of the student's privileges, and possible suspension and/or expulsion. Vandalism includes uploading, downloading, or creating computer viruses and/or any malicious attempt to harm or destroy District equipment, materials, or the data of another user.

8. The student shall not read other users' mail or files. She/he shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall she/he attempt to read, delete, copy, modify or forge other users' e-mail.

9. The student is expected to keep messages brief and use appropriate language.

10. Violation of these rules and regulations may result in loss of access or other disciplinary action deemed appropriate for the violation.

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SPMS Consequences for Violation of Internet Access Agreement

First Offense:

- **Student's account will be disabled for 5 days.**
 - If the student has work in his/her folder, a teacher or the library staff can print it out, e-mail it to the student's e-mail account, or save it to an external disk or drive.
 - Assignments the student misses because of the disabled account can be given a lower grade or made up after the 5-day period at the teacher's discretion.
 - The student's name will be given to teachers, counselors and the Assistant Principal of Student Services.
 - The student will be referred to the Assistant Principal of Student Services for discipline review. Parents will be notified.
 - During summer school, one offense could result in a failing grade.

Second Offense:

- **Student's account will be disabled for the remainder of the semester.**
 - If the student has work in his/her folder, a teacher or the library staff can print it out, e-mail it to the student's e-mail account, or save it to an external disk or drive.
 - Assignments the student misses because of the disabled account can be given a lower grade or made up at the teacher's discretion.
 - The student's name will be given to teachers, counselors and the Assistant Principal of Student Services.
 - The student will be referred to the Assistant Principal of Student Services for discipline review. Parents will be notified.

Any further violation during any following semester will be considered a second offense.

My signature on the District Acknowledgment Form acknowledges that I have read and agree to the above rules and regulations. I also understand that permission to access these services might require updating this contract each year.