

## Sample Acceptable Use Policy form

<school, district, county title >  
**Internet Acceptable Use Policy Agreement**

Students, faculty, staff, and administrators in the < school, district, county title > now have access to the Internet. Internet access will help promote educational excellence in schools by facilitating student research, resource sharing, searching and technology techniques and utilization, and internal and external communication.

The Internet is an electronic network of computer networks connecting millions of computers and hundreds of millions of people all over the world.

The following services are available to our students, faculty, staff, and administrators.

- 1) Electronic mail (e-mail).
- 2) World Wide Web access.

< school, district, county title > has taken precautions to restrict access to controversial materials. However, it is impossible to control all materials and block materials that may be inappropriate for school use. < school, district, county title > believes that the valuable information and communications accessible through the Internet far outweighs the possibility that users may come across inappropriate information.

The following guidelines are provided as a framework for proper Internet use in < school, district, county title >. Any violation of any of the provisions stated here may cause the < school, district, county title > to terminate or restrict the users account and access may be permanently denied.

The signature(s) on this document is (are) legally binding and indicates the party (parties) who signed has (have) read and understand the terms and conditions herein.

### Internet: Terms and Conditions of Use

- 1) Privileges – The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of this privilege.
- 2) Acceptable Use – The use of your account and Internet privileges must be in support of education and research and consistent with the educational objectives of the < school, district, county title >. Transmission of any material in violation of any national or state regulation is prohibited. This includes, but is not limited to: copyrighted material; threatening, harassing or obscene email or material; or material protected by trade secret or other laws.

3) Network Etiquette – You are expected to follow generally accepted rules of Internet etiquette. General rules include (but are not limited to) the following:

- a) Do not reveal your personal address or phone numbers of students or colleagues.
- b) Do not give out your password to anyone.
- c) Use appropriate language. Remember that the Internet is not private and anything you say may be resent and reposted.
- d) Do not participate in illegal activities.
- e) Be polite in all of your writing. Remember that words are easily misunderstood.
- f) Email is not private. System operators and authorities have access to all communications.
- g) Do not forward other email without their express permission.
- h) Use your email and Web privileges for the benefit of your education and the mission of the <school, district, county title >.

4) < school, district, county title > makes no direct or implied warranties for any of the services it may provide < school, district, county title > will not be responsible for any damages suffered directly or indirectly by the user. This will include access or lack of access to email, material or data and/or loss of service or electronic data and communications.

5) Security – Security is of vital importance to < school, district, county title > . We will do everything in our power to make sure that the network is secure. Since technology and humans are not perfect, lapses in security may occur. < school, district, county title > is in no way responsible for this and shall be held harmless.

6) Vandalism – Vandalism will not be tolerated and is a reason for immediate suspension of privileges.

**< school, district, county title > Internet Use Agreement**

I understand and will abide by the above Internet Use Agreement. I further agree that any violation of the regulations will result in the termination of my Internet privileges. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action.

User's Full Name: \_\_\_\_\_

User Signature: \_\_\_\_\_

Date: \_\_\_\_\_

PARENT OR LEGAL CARE GIVER

As the parent or legal care giver of this student, I have read and understand the Internet Use Agreement above. I understand that Internet, Web, and email access is designed for educational purposes and to fulfill the educational mission of < school, district, county title >. < school, district, county title > is taking all necessary precautions to eliminate destructive, illegal and inappropriate materials, data, and emails from the network. I understand that complete elimination of inappropriate material is not possible. I will not hold < school, district, county title > responsible for inappropriate materials on the network. Further, I accept full responsibility for the above student's use of the < school, district, county title > network when away from school. I hereby give permission to < school, district, county title > to issue an account for my child and further certify that the information contained on this form is correct.

Parent or Legal Care Giver's Name (please print): \_\_\_\_\_

Parent or Legal Care Giver's Signature: \_\_\_\_\_

SPONSORING TEACHER or SCHOOL SUPERVISOR

(Must be filled out and signed if the applicant is a student)

I have read and understand the Internet Use Agreement and agree to help the student in using the Internet within these policies. I understand that I will not be responsible for < school, district, county title > network use by the student if he/she is not under my supervision. I will further help the student to understand the information given above.

Teacher's Name (please print): \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_

(Adopted from "Internet Acceptable Use Policy Template"  
[http://www.itrc.ucf.edu/WORKSHOPS/Telecom2/AUP\\_template.html](http://www.itrc.ucf.edu/WORKSHOPS/Telecom2/AUP_template.html))