

SAN DIEGO JEWISH ACADEMY
COMPUTER and INTERNET USER AGREEMENT

Dear User:

New technologies are shifting the ways that information may be accessed, communicated, and transferred. These changes may also alter instruction and student learning. SDJA offers students and staff access to the electronic information highway and computer service networks such as electronic mail and the Internet.

Along with access to computers and people all over the world comes the availability of materials that may not be considered appropriate in the classroom or work environment. However, on a global network it is impossible to control all materials. Ultimately, the school administration, parents, and guardians of minors are responsible for setting and conveying standards that students and staff should follow when using media and information sources.

Please take the time to read, and if applicable discuss with your child(ren), the *Rules and Codes of Ethics for School Computer Users*. Then, sign and return the statement(s) provided as soon as possible.

Rules and Codes of Ethics for School Computer Users

Internet access is provided to conduct research and communicate with others in relation to school work/business. Access to network services is given to users who agree to act in a considerate and responsible manner; parent permission is required for all students. Access is a privilege, not a right. Therefore, based upon the acceptable use guidelines outlined in this document, the school administrators will deem what is inappropriate use; all decisions are final. The school administrators may deny, revoke, or suspend specific user access at any time.

Individual users are responsible for their use of the network. School guidelines are as follows:

- Users must sign in, with their assigned user name and password, each time they use the network; student users must be supervised when accessing the Internet. Use of others' log-in information or accessing other user's accounts/work products is prohibited, even with that individual's permission.
- Users will use computer resources for educational and/or school business purposes only. No personal computer equipment may be used in conjunction with the SDJA network. Personal computer equipment includes, but is not limited to, portable hard drives, laptops, PDAs, printers, power cords, and data lines.
- Transmission of any material in violation of U. S. or State regulations including copyrighted, threatening, or obscene material is prohibited. Use for commercial activities by for-profit organizations, product promotion, political lobbying, or illegal activities is strictly prohibited.
- Electronic accounts and work products are not guaranteed to be private. School administrators have access to all accounts and work products, including email accounts, and may access this information without notice at any time.
- Any attempt to alter, harm, or destroy data, software, and/or hardware; including connections like data lines and power cords, will not be tolerated. Any questionable action will result in the suspension of user privileges and possible disciplinary and/or legal action.
- Users are required to immediately report misuse/abuse of the SDJA network to school administration and/or the school principal. By not reporting abuse they are aware of, users may be considered an accomplice to the abuse and will be subject to discipline as such. Discipline may include, but not be limited to, student expulsion or staff dismissal.

The user is also expected to abide by the following rules of etiquette:

- Be polite. Do not write or send abusive messages.
- Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language.
- Transmission of obscene material is prohibited. Sending or receiving offensive messages or pictures from any source will result in immediate suspension of privileges.
- Do not reveal your or other users' personal addresses or telephone numbers.
- Do not communicate any credit card numbers, bank account numbers, or any other financial information.
- Do not use the network in such a way that would disrupt the use of the network by others.

Very truly yours,

Shifra Baltinester
Technology Director

NOTE: Violation of any of the above-mentioned rules and regulations will result in a loss of access and may result in other disciplinary or legal actions.

SAN DIEGO JEWISH ACADEMY

COMPUTER & INTERNET USER AGREEMENT / PARENT PERMISSION FORM

After reading the *Rules and Codes of Ethics for School Computer Users*, located on the opposite side of this document, please complete this form to indicate that you agree with the terms and conditions outlined. Please note, for student access, the signatures of both student and parent/guardian are mandatory before access may be granted to the Internet. This document, which incorporates the rules and codes, reflects the entire agreement and understanding of all parties.

As a user of the San Diego Jewish Academy computer network, I have read and hereby agree to comply with the outlined rules and codes of ethics.

User Printed Name: _____

User Signature: _____

Grade/Department: _____ Date: _____

FOR STUDENT AGREEMENTS ONLY:

As parent/legal guardian of the student signing above, I grant permission for my child to access computer service networks such as electronic mail and the Internet. I have read and agree to the rules and code of ethics. I understand that some materials found on the Internet may be objectionable; therefore, I agree to accept responsibility for guiding my child and conveying to him/her appropriate standards for selecting, sharing, and/or exploring information and media. I agree to hold harmless San Diego Jewish Academy and employees of the school for any misuse of access to the computer services networks that my child commits. I understand that once signed this agreement is legally binding on me.

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____ Date: _____

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