



**Student Use of Technology**  
**Ventura County Office of Education**

Acceptable Use Policy

Computers support learning and enhance instruction. Computer networks allow people to interact with many computers. The Internet, a network of networks, and on-line services allow people to interact with hundreds of thousands of networks and computers. All computers used throughout the Ventura County Office of Education are to be used in a responsible, efficient, ethical, and legal manner. Access to the Internet and on-line services is a privilege, not a right. Failure to adhere to the Ventura County Office of Education Internet and On-Line Services Acceptable Use Policy, as described below, will result in the revocation of access privileges and may result in additional disciplinary or legal action.

Unacceptable uses include, but are not limited to:

- \* Violating the conditions of California Education Code dealing with students' right to privacy.
- \* Using profanity, obscenity, or other language that may be offensive to other users.
- \* Reposting (forwarding) personal communication without the author's prior consent.
- \* Copying commercial software in violation of copyright laws.
- \* Using the network for financial gain, commercial activity, or any illegal activity.
- \* Vandalism or malicious attempts to harm or destroy data or hardware.

District equipment and/or devices may be used in other than district-owned facilities (off-site) only when such use promotes the educational program of the district.

The borrower shall be responsible for the safe return of the equipment. Any other use is prohibited by this policy and considered a gift of public funds, and any violation may be cause for disciplinary action.

Because access to the Internet and on-line service provides connections to other computer systems located all over the world, users (and parents/guardians of student users) must understand that neither the District nor any District staff member controls the content of the information available on other systems. While most of the

controversial information will be blocked, some information is still available that may be offensive. The Ventura County Office of Education does not condone the use of such information or materials.

Electronic mail is not guaranteed to be private. Network administrators have access to all mail. Internet access is free to District users on District accounts.

A responsible user may:

- \* Use the Internet and on-line services to research assigned classroom projects.
- \* Use the Internet and on-line services to send electronic mail to other users.
- \* Use the Internet and on-line services to explore other computer systems.

A responsible user may not:

- \* Use the Internet or on-line service for any illegal purpose.
- \* Use impolite, vulgar, or use abusive language.
- \* Violate rules of common sense or etiquette.
- \* Change computer files that do not belong to the user.
- \* Send or receive copyrighted material without permission.
- \* Misuse or abuse computer equipment.
- \* Reveal the personal address or phone number of yourself or others.
- \* Monopolize computer time.
- \* Send or receive offensive messages or pictures from any source. This will result in immediate suspension of privileges.

By signing on to use the Internet or on-line services in the Ventura County Office of Education I acknowledge that I:

- \* Understand the rules and regulations of the Acceptable Use Policy.
- \* Realize that if I violate the rules, I will no longer be allowed to use school computers to access the Internet or other on-line services and that school officials may take additional disciplinary or legal action.