

Electronic Media Policy

The teaching staff and administration will oversee the use of all electronic equipment on the Puget Sound Skills Center campus and in the classrooms. This includes the appropriate use of photocopiers, videotapes, and computer hardware and its associated software. Copyright laws and educational value are of major importance and must be strictly adhered to. District policy and state law dictate that lewd or pornographic material is illegal. **All conditions stated in the following User Agreement will be strictly enforced.**

Students and parents will be required to sign a similar form prior to computer access.

Highline School District & Puget Sound Skills Center Electronic Information Systems User Agreement – Student

THE SIGNATURE(S) ON THE SIGNATURE PAGE IS (ARE) LEGALLY BINDING AND INDICATE(S) THE PARTY (PARTIES) WHO SIGNED HAS (HAVE) READ THE TERMS AND CONDITIONS CAREFULLY, UNDERSTAND(S) THEIR SIGNIFICANCE AND AGREE(S) TO ABIDE BY THEM AT ALL TIMES.

Access to electronic information systems (including Internet) is now available to students and staff in the Highline School District. We are very pleased to provide this access, because vast, diverse and unique resources will be available to users, contributing to educational excellence in our schools. We believe that this access will significantly enhance creativity, collaboration, communication and the sharing of resources.

The Internet is an electronic information resource connecting thousands of computers all over the world and millions of individual subscribers. As examples, students and staff using the Internet have access to:

- 1) Electronic communication with groups and individuals on such topics as culture, environment, the arts, government, etc.
- 2) Information and news from various sources such as NASA, university libraries, and the Library of Congress.
- 3) A vast number of research resources from all over the world.

With access to people all over the world comes the availability of material that does not contribute educational value in the context of the school setting. On a global network it is impossible to control all materials. Highline School District has taken the following precautions to attempt to restrict access to inappropriate materials:

- 1) District supported hardware and software will allow further screening of materials.
- 2) Staff and student training in acceptable use of electronic information systems will be provided.

HIGHLINE SCHOOL DISTRICT ACCEPTABLE USE POLICY

As outlined in Highline School District Board Policy 2315, users must make efficient, ethical, and legal use of the information network and information services. Any violation of this policy will result in appropriate disciplinary action and may also be subject to legal action, including any applicable criminal laws. Such disciplinary action(s) will be consistent with district policies and procedures and will be in accordance with collectively bargained agreements where appropriate.

- Use of the information network and information system is a privilege, not a right.
- Attempts to log into any account other than your own is strictly prohibited.

5. I further agree that I will NOT change set-up or configuration files on ANY computer including groups, colors, printer selection, *.ini files, or any one person's set-up format, and that I will not be permitted to use E-mail, chat rooms, instant messaging or any other file exchange program without explicit prior instructor approval.
6. I further understand that Internet access is available to Skills Center students with instructor permission only. At all times, access will be available to school appropriate sites only with previous approval from instructor.
7. I further understand that financial obligation of repairing or replacing damaged or destroyed school property whether accidental or intentional must be assumed by the student and/or Parent/Guardian. This includes any and all computers (CPU): Macintosh, IBM, or clones; plus all printers: dot matrix, inkjet, laser; and monitors: monochrome or color; and keyboards, plus scanners, LCD projection devices and all other computer hardware equipment found at Puget Sound Skills Center. This repair or replacement will be arranged by the program instructor with the replacement or repair cost at school price. Grades will be withheld until payment is made.

DISCLAIMER: HIGHLINE SCHOOL DISTRICT MAKES NO WARRANTIES OF ANY KIND, WHETHER EXPRESSED OR IMPLIED, FOR THE SERVICE IT IS PROVIDING, INCLUDING, WITHOUT LIMITATION, OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NON-INFRINGEMENT. HIGHLINE SCHOOL DISTRICT WILL NOT BE RESPONSIBLE FOR ANY DAMAGES YOU SUFFER. This includes, but is not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by the District's own negligence or your errors or omissions. Use of any information obtained via the information network is at your own risk. Highline School District specifically denies any responsibility for the accuracy, quality or timeliness of information obtained through its services.

_____ *Signature of User* _____ *Date Signed*

Parent/Guardian Section

I hereby give permission to issue an account for my child. I accept full responsibility for supervision if and when my child's use of the information network or information resources is not in a school setting.

Parent or Guardian's Name: _____
(Please print)

_____ *Signature of Parent or Guardian* _____ *Date Signed*