

INSTRUCTION:

Curriculum: Computer Usage

1. All computer resources and facilities of the Somers Public Schools should be used solely for legitimate and authorized academic, instructional, research, administrative, and public service purposes.
2. Any unauthorized or illegitimate use of computer accounts, resources, and/or facilities will subject the violator(s) to disciplinary, criminal, and/or legal action by the school system and/or the federal or state government.
3. Any person who has been authorized to use the computing resources will be expected to regard all copyrighted, personal, or proprietary information which may become available to him/her as confidential, unless he/she obtains from the appropriate individual written permission to copy, modify, or otherwise use any part thereof.
4. Any user who deliberately or continually violates the policies governing the use of accounts and equipment will have his/her account and/or user privilege denied and such misuse may result in disciplinary and/or legal action. The severity of the violation will determine the type of action that the school system and/or the federal or state government will take against the violator.
5. A user's programs and data should be treated as his/her private property. Users must, therefore, not attempt to access or make use of any other user's programs or data without the appropriate authorization (e.g. plagiarism).
6. Users shall not copy system files nor shall they attempt to access or modify such files or software components or computer management programs and data except for specifically approved purposes.
7. The Director of Technology & Information Services Superintendent and/or his/her designee reserves the right to access and monitor user's data and programs for appropriate management purposes, such as making backup copies and to ensure system integrity.
8. Computer accounts shall not be shared with unauthorized users. Such sharing will result in disciplinary measures as outlined in paragraph 4.
9. Users must not attempt unauthorized modification or repair to any equipment belonging to, or under the control of the Somers Public Schools.
10. Computer resources shall not be used for non-academic work without the express written permission of the Somers Public Schools. Users in doubt should contact the Director of Technology & Information Services for guidance and direction.

11. Game playing that is not part of any academic course work is considered to be a misuse of computer privileges and is subject to the disciplinary actions outlined in paragraph 4.

12. The Somers Public Schools and its authorized personnel reserve the right to set priorities on the use of Somers Public Schools computer facilities in accordance with DBS Code: 1330, Use of School Facilities.

13. The Board of Education has the right to monitor computer usage by electronic means. ~~Staff and students will be given proper notice of the monitoring.~~ A statement notifying staff and students will be attached or included in the telecommunications form required of all users. Other forms of notification will also be used including but not limited to school handbooks, student handbooks, employment policies, postings at computer labs.

**Adopted: October 11, 1995**

**October 25, 1999**

**October 23, 2006**