CREST UNIFIED SCHOOL DISTRICT NO. 479
ACCEPTABLE USE POLICY

For the purposes of this policy, a user is defined as any faculty, staff, student, school affiliate, or any other individual who uses Crest computing resources or the Crest computer network.

Purpose:

Crest Unified School District No. 479 (hereinafter "Crest") offers access to both computer and internet resources. The purpose of these resources is to support education, research, and the general mission of Crest U.S.D. 479. All users who utilize Crest computing or Crest networking resources are expected to adhere to this policy.

Acceptable Use Guidelines:

Users shall adhere to the following guidelines of acceptable use:

- All use of Crest computing and networking resources will be in support of educational activities or the general mission of Crest U.S.D. 479.
- Software utilized on Crest computing resources must be licensed to Crest.
- The purchase of new computing resources, networking resources, or software must be deemed compatible with existing resources by authorized personnel prior to purchase.
- Users will ensure that data stored on Crest computing and networking resources is kept confidential.
- Users will report acts of misuse or malice taking place on Crest computing or networking resources to the technology department for review.

Prohibitions:

Although Crest reserves the right to determine what use of Crest computing and networking resources is appropriate, the following actions are specifically prohibited:

- Accessing another user's data stored on any Crest computing or networking resource without permission from the user or authorized personnel.
- Dissemination of personnel or student information via Crest computing or networking resources when such information is protected by law, including the Family and Educational Rights Act or Student Data Privacy Act.
- Use of Crest computing or networking resources for the creation, dissemination, or viewing of defamatory, factually inaccurate, abusive, obscene, profane, sexually oriented, threatening, harassing, or other material prohibited by law or district policy.
- Utilization of Crest computing or networking resources to disseminate non-work-related material.
- Utilization of Crest computing or networking resources as a means for advertising or solicitation.

Monitoring:

All activity on Crest computing or networking resources is subject to monitoring, without prior notice. Users should have no presumption of privacy when using Crest computing or networking resources. All data transmitted, received, or stored using Crest computing or networking resources is the property of Crest and may be retained by Crest for any period Crest deems necessary.

Data transmitted on Crest computing or networking resources may be subject to disclosure under the Kansas Open Records Act.

Internet Safety:

In compliance with the Children's Internet Protection Act (CIPA) and the Kansas Children's Internet Protection Act, Crest will implement filtering and or blocking software to restrict access to Internet sites containing child pornography, obscene depictions, or other materials harmful to minors. The school district, however, cannot and does not guarantee the effectiveness of filtering software. Any user who connects to such a site must immediately disconnect from the site and notify building administration. If a user sees another user is accessing inappropriate sites, the user should contact appropriate personnel.

Penalties for Improper Use:

Access to Crest computing and networking resources is a privilege that may be revoked for any reason by authorized personnel. Crest reserves the right to determine what use of resources is appropriate. Inappropriate use may lead to any disciplinary and/or legal action. Law enforcement shall be notified of inappropriate use which may constitute a violation of federal or state law.

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By signing below, I acknowledge that I have read, understand, and agree that I will comply with the Crest Unified School District No. 479 Acceptable Use Policy.

_____   _____   _____
Print User Name   User Signature   Date