

ATTENTION PARENTS AND STUDENTS:  
PLEASE READ, REVIEW AND SIGN

MONTAUK UNION FREE SCHOOL DISTRICT COMPUTER NETWORK ACCEPTABLE USE POLICY

RESPONSIBILITIES OF ALL COMPUTER USERS OF THE  
MONTAUK UNION FREE SCHOOL DISTRICT COMPUTER NETWORK

***Privileges, Rights and Responsibilities***

The use of the District's computer resource is a privilege. It is expected that all individuals utilizing the District's computers and networks will undertake responsibility for their actions and words and will, furthermore, respect the rights and privileges of other network users. Users need to familiarize themselves with these responsibilities. Failure to adhere to the policy will result in the loss of network and/or computer privileges, suspension and possible legal actions. Exemplary behavior is expected at all times. The following actions are not permitted.

- Damaging, abusing or breaking the hardware, software or the network.
- Sharing your password or account number with anyone.
- Leaving your account open and unattended. For example, signing on to the computer and leaving it without logging off. (You will have full responsibility for the use of your account, and you will be held responsible for any policy violations that are traced to your account.)
- Using someone else's account or signing on as someone else.
- Cheating, plagiarizing or using copyrighted material without permission.
- Using the computers for illegal activities or for commercial gain. Sending, using or displaying inappropriate language, pictures or any other type of communication, including profanity, pornography or inflammatory speech.
- Disrespecting the rights and property of others.
- Improperly accessing, destroying or misusing files or data of others.
- Attempting to work in or modify the Network Operating System.
- Exploring or changing any system files.
- Intentionally wasting limited resources.
- Installing or attempting to install software, which only designated employees are allowed to do.

***Safety From Harassment***

Users who feel harassed or threatened by somebody on the network should bring the situation to the attention of a teacher or system administrator immediately. Users who suspect that someone may have accessed their accounts or otherwise violated the acceptable use policy must report to a teacher or system administrator immediately.

We have read and reviewed the above policy and agree to abide by these guidelines.

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Print parent name

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Parent signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print student name

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Student signature

\_\_\_\_\_  
Date