

Fordham Preparatory School

Computer Services Acceptable Use Policy

Introduction:

Fordham Preparatory School's computer network serves a limited educational purpose. Acceptable use of the network is restricted to activities directly related to classroom assignments, school-sponsored extracurricular activities, career development, and/or personal communication with teachers, friends, family, and professional educational resources. You may not use the network for entertainment or commercial purposes. Fordham Prep reserves the right to place reasonable restrictions on the material you access or post through the system. All rules in the Fordham Prep Student Handbook apply to use of the network.

Student Internet Access:

Students at Fordham Prep may use the Internet to engage in school-related research only. Limited, responsible use of e-mail for personal communications with parents and peers is acceptable.

Unacceptable Uses:

The following uses of Fordham Prep's network are considered unacceptable:

1. **Illegal Activities:** You will not attempt to gain unauthorized access to the school network or any other computer system. This includes attempting to log in through another person's account or accessing another person's files. You will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. You will not use Fordham's network to engage in any other illegal act, including but not limited to: arranging for the sale or purchase of alcohol or drugs, transmission of trade secrets/classified government information, and/or violation of copyright laws.
2. **System Security:** You are responsible for your individual account and must take all reasonable precautions to prevent others from being able to use your account. Under no conditions should you provide your password to another person.
3. **Inappropriate Language:** Restrictions against inappropriate language apply to public messages, private messages, and material posted on web pages. You will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language. You will not post information that could cause damage or a danger of disruption. You will not engage in personal attacks, including prejudicial or discriminatory attacks. You will not harass another person. If you are told by a person to stop sending them messages, you must stop.
4. **Respecting Resource Limits:** You will use the network only for educational and career development activities and personal communication with peers and family members. You will not post chain letters or send/forward unsolicited bulk e-mail messages ("spam"). You will not install software or otherwise modify the operating environment of the network.
5. **Plagiarism:** You will not plagiarize works that you find on the Internet. You are responsible for following the Prep's policy on Academic Dishonesty as outlined in the Student Handbook. You must cite any ideas and/or text taken from works found on the Internet.

6. **Copyright:** You will respect the rights of copyright owners. If a work contains language that specifies appropriate use of that work, you should follow the expressed requirements. Duplication of copyrighted computer software (“piracy”) is not allowed.
7. **Inappropriate Access to Material:** You will not use the Fordham network to access material that is designated for adults only or is profane or obscene (pornography), that advocates illegal or dangerous acts, or that advocates violence or discrimination towards other people (hate literature).

Disciplinary Actions:

Fordham Prep’s network is a limited forum, similar to the school newspaper, and therefore the school may restrict your speech for valid educational reasons.

You should expect only limited privacy in the contents of your personal files, e-mail, and record of web research activities on the network. Routine maintenance and monitoring of the Fordham network may lead to discovery that you have violated this Policy, the Fordham Prep disciplinary code, or the law. An individual search will be conducted if there is reasonable suspicion that you have violated this Policy, the Fordham Prep disciplinary code, or the law. Network and school administrators reserve the right to access, inspect, and delete the contents of student e-mail and files which they deem counterproductive to the goals of the school and the efficient functioning of the network.

Immediate notification will be made to the parent or guardian of any infraction of this Acceptable Use Policy. The final determination of what constitutes a violation of this policy is the responsibility of the Fordham Prep Administration and Computer Coordinator. Depending on the severity of the infraction, ANY of the following consequences may be imposed:

- Loss of network use for a determined period of time.
- Permanent revocation of access privileges.
- Conference with parent.
- School disciplinary action according to the Student Handbook and posted rules.

Limitation of Liability:

Fordham Preparatory School makes no guarantee that the functions or the services provided by or through the network will be error-free or without defect. Though access to inappropriate material via the Fordham network is actively discouraged, it is impossible to control access to a global network; therefore, Fordham will not be held responsible for a student’s misuse of access privileges or exposure to inappropriate material. The school will not be responsible for financial obligations arising through the unauthorized use of the system. Your parents can be held financially responsible for any harm to the network as a result of intentional misuse or negligence.

This document is subject to change. It is the student’s responsibility to remain aware of the regulations contained herein. This policy is available in its most current form in the Student Handbook.

