

Proposed Changes to Part 9. Computer Network Infrastructure Acceptable Use Policy (AUP)

Approved by SVTHS School Council on Thursday, April 10, 2025

Approved by SVRVTSD School Committee on Tuesday, April 29, 2025

PART 9. COMPUTER NETWORK **INFRASTRUCTURE** & INTERNET ACCEPTABLE USE POLICY (AUP)

• ~~Computer Network.~~

The purpose of Shawsheen Valley Technical School District's computer network **infrastructure** is to promote the exchange of information and to further education and research consistent with the mission of the Shawsheen Valley Technical High School District. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes but is not limited to: copyright violations (students should assume that all materials available on the Internet are protected by copyright), libel laws (students cannot defame people through published material on the school network or Internet) and criminal acts (Student are prohibited from engaging in harassing email, cyber stalking, hacking, child pornography, and vandalism), and other violations of school rules including, but not limited to bullying and harassment. Interpretations, application, and modification of this AUP are within the sole discretion of the District. Any questions of issues should be directed to the Shawsheen Valley School District Principal. The use of the Shawsheen computer network **infrastructure** and Internet is a privilege, not a right, and inappropriate use ~~will result in a cancellation of this privilege.~~ ~~In addition,~~ **and/or** violation of any conditions of use described here may be cause for disciplinary action. The system administrators will deem what is inappropriate use, and their decision is final. Also, system administrators may close an account at any time as required.

- The Shawsheen computer network **infrastructure** is not for private or commercial business use, political, or religious purposes.
- Any use of the Shawsheen computer network **infrastructure** for illegal activity is prohibited. All communications and information accessible via the network are open to review by administration and should not be assumed to be private property.
- Use of the Shawsheen computer network **infrastructure** to access obscene or pornographic material is prohibited.
- Using programs that harass Shawsheen users **is prohibited.**
- ~~or infiltrate~~ **Infiltrating** the computing system and/or **damaging** the software components is prohibited.

• Internet Etiquette

- Be polite. Do not get abusive in your email messages **or online discussions** to others.
- Illegal activities such as harassing or cyber bullying are strictly forbidden.
- Do not pretend to be someone else.
- Do not attempt to bypass security settings or Internet filters.
- Remember that when you post on ~~Internet~~ social networking sites (such as Facebook, Instagram, etc.) you can reflect negatively on yourself and other students at Shawsheen. Think before you post or paste.
- Do not reveal your personal address or phone numbers to students or colleagues.
- Do not use the network in such a way that you would disrupt the use of the network by other users.

• Security

- ~~You will~~ **Respect** the rights and property of others.
- ~~and will~~ **Do** not improperly access, misappropriate, or misuse the files, data or information of others.
- ~~You may~~ **Do** not share your account with anyone or leave the account open or unattended.

- ~~You will keep a~~All accounts and passwords confidential and not accessible to others.
 - ~~You are responsible for making~~ Make back-up copies of the documents critical to you.
 - Any user identified as a security risk or having a history of computer network infrastructure problems at Shawsheen may be denied access to Shawsheen computer network infrastructure.
- Software and External Files
 - Students are responsible for taking precautions to prevent computer viruses on Shawsheen Technical High School's equipment.
 - The illegal installation of copyrighted software or files (including games) or manipulation of programs to alter the original configuration of systems for use on District computers is prohibited.
 - Students may upload external files to their network folder as part of a class project but should clean up their folders on a regular basis including the end of the school year.
 - Students should backup important files that they need such as resumes or class projects. The Shawsheen Computer Services Educational Technology Department is not responsible for restoring student files that are deleted or damaged.
 - The use of unauthorized streaming media (such as online radio stations or videos) by students is prohibited.
 - Chat and instant messaging applications are not allowed on the Shawsheen computer network infrastructure.
 - All student files and Internet access may be examined by administrators for educational and administrative purposes, including the need to ensure that this AUP is being adhered to.
 - Administrators will also cooperate in providing access to Internet usage to law enforcement authorities in the case of a violation of a Federal or state law.

Shawsheen Valley Technical High School uses LightSpeed Alert to monitor student activity on school devices during the school day and on the school's network. Lightspeed Alert is an at-risk student identification system that monitors and analyzes student activity on school devices and on the school's network for signs of self-harm, violence, and bullying. The system will immediately alert staff of any concerns so that staff can follow up accordingly. LightSpeed Alert will monitor student activity on school devices from 7am-3pm on school days only. LightSpeed Alerts are not monitored or responded to outside of normal school hours.