Sample Acceptable Use Policies:

Sample #1: Pledge of Ethical Conduct in the Computerized Community (Woodberry Forest School, VA)

I understand that as a member of a computerized community my conduct must conform to the same ideals of honesty, impartiality, and concern for human welfare that have traditionally governed relations both within the school community and with the larger world generally. In particular, I agree to…

1. Avoid doing any harm to others.
2. Respect the privacy of others.
3. Honor confidentiality.
4. Be fair and take actions to minimize inequities.
5. Honor property rights and give proper credit for intellectual property.
6. Do nothing to endanger community relations or human well being generally.
7. Improve community understanding of computing resources.
8. Represent the school honorably in all instances involving use of computer resources.
9. Do nothing to impair the school's computer network or to bypass network restrictions or security and agree, furthermore, to accept the positive obligation to alert the leaders of the school to the presence of any violation of the provisions of the Code or to the existence of any threats to the dignity of the community's members or to the integrity of the community's resources.
10. Respect all community computer resources as the private property of the school and to utilize these resources for educational purposes and for such personal uses as the school explicitly sanctions.
11. Know and comply with all rules regarding acceptable computer usage as enumerated in any rules of computer usage as issued by the school, including this "Code of Ethical Conduct in the Computerized Community" and to complete a course clarifying the important general commands of the latter document.

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(Student)

I/we have read this pledge and agree that my child will be bound by all commands enumerated in the Pledge of Ethical Conduct in the Computerized Community." I/we authorize my child to use the computer resources of the school computer network and its connections to the Internet. I/we understand that access to the Internet will necessarily involve access to information, which is not under the control of the school and for which the school assumes no responsibility. I/we agree that my son will comply with all network rules and that the school may suspend or revoke network/Internet access as the school deems appropriate. Violation of any of the

commands herein enumerated will result in disciplinary action, up to and including dismissal from school in certain instances, at the discretion of the school authorities.

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(Parent/Guardian)

Sample #2: Acceptable Use Policy (Breck School)

The presence of a comprehensive computer network at Breck School provides a virtually unlimited supply of resources and information to the community, but it also places a great deal of responsibility on all users. All Breck School policies, particularly those pertaining to dishonesty and harassment, apply to all uses of computers and related technologies. This document is intended to clarify those rules as they apply specifically to network usage.

Ethical and legal standards that apply to information technology resources are derived directly from standards of common sense and decency. Any user must adhere to the same code of ethics that governs all other aspects of behavior within the Breck community. All users of information technology resources will be expected to communicate in a responsible, ethical and polite manner.

It should also be understood that if Breck School's Student Technology Operating Policy is violated, the consequences will be similar to violations of other policies that can be found in the student handbooks, which could include dismissal.

The following policies exist to ensure that student use of the computer network is in compliance with both the school's technology policy (which can be found in the computer labs or obtained from network administrators) and the policies of Internet providers:

1. Accessing the files and documents of others is prohibited. This protects all users on the network, not just the Breck community. Taking advantage of a student or faculty member who accidentally leaves a computer without logging off is no different than entering an unlocked room and stealing, reading a personal letter or destroying someone's personal property.

2. Attempting to subvert network security, to impair network functionality or bypass a restriction set by administrators is prohibited. Assisting others in violating these rules by sharing information or passwords is also considered unacceptable behavior.

3. Improper use or distribution of information is prohibited. This includes copyright violations such as software piracy, as well as plagiarism from resources. The

network is an academic resource that is governed by the same rules that govern library resources.

4. Frivolous or improper use of network resources is prohibited. This includes playing games during the school day and accessing inappropriate and/or pornographic data. If you are in doubt about the definition of inappropriate or pornography, talk to a network administrator or faculty member.

5. Using the network for commercial purposes or in support of illegal activities is prohibited. Breck School maintains the network for academic purposes, as well as for school related and personal communication. If you are in doubt about the definition of "illegal activity," talk to a network administrator.

6. Students accessing the network or using electronic mail are representatives of Breck School and are expected to behave accordingly. Students who are unsure of what constitutes appropriate behavior should ask themselves. "Will my actions reflect well on the Breck community?" Any communications that would be improper or illegal on any other medium are equally so on the computer.

7. Breck School network resources are considered property of the school and may be monitored at any time.

Sample #3: Evansville Day School (IN):

See online AUP: http://www.eds.evansville.net/aup.html

Authors: Woodberry Forest School, Woodberry Forest, VA, 10/31/97

Breck School, Minneapolis, MN, 1994-95

Evansville Day School, IN, 1996-97