

BERLIN MODEL UNITED NATIONS (BERMUN)

John F. Kennedy School Berlin Student Acceptable Use Policy

The John F. Kennedy School is providing students access to the school's electronic network. This network includes Internet access, computer services, videoconferencing, computer equipment and related equipment for educational purposes. The purpose of this network is to assist in preparing students for success in life and work in the 21st century by providing them with electronic access to a wide range of information and the ability to communicate with people throughout the world. This document contains the rules and procedures for students' acceptable use of the John F. Kennedy School electronic network.

- The John F. Kennedy School electronic network has been established for a limited educational purpose. The term "educational purpose" includes classroom activities, career development, and limited high-quality self-discovery activities.
- The John F. Kennedy School electronic network has not been established as a public access service or a public forum. John F. Kennedy School has the right to place reasonable restrictions on material that is accessed or posted throughout the network.
- It is presumed that students will honor this agreement they have signed. The school is not responsible for the actions of students who violate them beyond the clarification of standards outlined in this policy.
- The school reserves the right to monitor all student network activity through normal network management procedures. This does not include electronically monitoring students while they work without their permission.
- Students will compensate the school for any damage that is caused by students' inappropriate use of the network.
- Students are expected to follow the same rules, good manners and common sense guidelines that are used with other daily school activities as well as the law in the use of the John F. Kennedy School electronic network.

General Unacceptable Behavior

While utilizing any portion of the John F. Kennedy School electronic network, unacceptable behavior includes, but are not limited to, the following:

- Students will not post information that, if acted upon, could cause damage or danger of disruption.
- Students will not engage in personal attacks, including prejudicial or discriminatory attacks.
- Students will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a student is told by a person to stop sending messages, they must stop.
- Students will not knowingly or recklessly post false or defamatory information about a person or organization.
- Students will not use criminal speech or speech in the course of committing a crime such as threats to the government, instructions on breaking into computer networks, child pornography, drug dealing, purchase of alcohol, gang activities, threats to an individual, etc.
- Students will not use speech that is inappropriate in an educational setting or violates school rules.
- Students will not abuse network resources such as sending chain letters or "spamming".
- Students will not display, access or send offensive messages or pictures.
- Students will not use the John F. Kennedy School electronic network for commercial purposes. Students will not offer, provide, or purchase products or services through this network.
- Students will not use the John F. Kennedy School electronic network for political lobbying. Students may use the system to communicate with elected representatives and to express their opinions on political issues.
- Students will not attempt to access non-instructional school systems, such as student information systems or business systems.
- Students will not use school equipment, network, or credentials to threaten employees, or cause a disruption to the educational program.

- Students will not use school equipment, network, or credentials to download copyrighted material including music, video, or media offered through online file sharing services.
- Students will not use the school equipment, network, or credentials to send or post electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.

E-Mail, World Wide Web and Web Sites

- Students will not repost a message that was sent to them privately without the permission of the person who sent them the message.
- Students will not post private information about another person.
- Access to information for students on the Web will generally be provided through a web filter and in a manner prescribed by the school.
- Material placed on student Web pages are expected to meet academic standards of proper spelling, grammar and accuracy of information.
- Material (graphics, text, sound, etc.) that is the ownership of someone other than the student may not be used on Web sites unless formal permission has been obtained in accordance with Fair Use in Education guidelines.
- Students will promptly disclose to a teacher or other school employee any message received that is inappropriate or makes the student feel uncomfortable

System Security

- Students are responsible for their individual accounts and should take all reasonable precautions to prevent others from being able to use them. Under no conditions should students provide their password to another person.
- Students must immediately notify a teacher or the system administrator if they have identified a possible security problem. Students should not go looking for security problems, because this may be construed as an illegal attempt to gain access.
- Students will not attempt to gain unauthorized access to any portion of the John F. Kennedy School electronic network. This includes attempting to log in through another person's account or access another person's folders, work, or files. These actions are illegal, even if only for the purposes of "browsing".
- Students will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- Users will not attempt to access Web sites blocked by school policy, including the use of proxy services, software, or Web sites.
- Users will not use sniffing or remote access technology to monitor the network or other user's activity. These actions are illegal.

Software and Files

- Software is available to students to be used as an educational resource. No student may install, upload or download software without permission from the school technology department.
- A student's account may be limited or terminated if a student intentionally misuses software on any school-owned equipment.
- Files stored on the network are treated in the same manner as other school storage areas, such as lockers. Routine maintenance and monitoring of the John F. Kennedy School electronic network may lead to discovery that a student has violated this policy or the law. Students should not expect that files stored on school servers are private.

Technology Hardware

- Hardware and peripherals are provided as tools for student use for educational purposes. Students are not permitted to relocate hardware (except for portable devices), install peripherals or modify settings to equipment without the consent of the school technology department.

Vandalism

- Any malicious attempt to harm or destroy data, the network, other network components connected to the network backbone, hardware or software will result in cancellation of network privileges. Disciplinary measures in compliance with the school's discipline code and policies will be enforced.

Plagiarism and Copyright Infringement

- Students will not plagiarize works found on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were the students'.
- District policies on copyright will govern the use of material accessed and used through the school system.
- Copyrighted material will not be placed on any system without the author's permission. Permission may be specified in the document, on the system or must be obtained directly from the author.

Student Rights

- Students' right to free speech applies to communication on the Internet. The John F. Kennedy School electronic network is considered a limited forum and therefore the school may restrict a student's speech for valid educational reasons. The school will not restrict a student's speech on the basis of a disagreement with the opinions that are being expressed.
- An individual electronic search will be conducted if there is reasonable suspicion that a student has violated this policy or the law. The investigation will be reasonable and related to the suspected violation.

Due Process

- The school will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the school network.
- In the event there is an allegation that a student has violated the school acceptable use regulation and policy, the student will be provided with a written notice of the alleged violation. An opportunity will be provided to present an explanation before a neutral administrator (or student will be provided with notice and an opportunity to be heard in the manner set forth in the disciplinary code).
- Disciplinary actions will be tailored to meet specific concerns related to the violation and to assist the student in gaining the self-discipline necessary to behave appropriately on an electronic network. Violations of the acceptable use regulation and policy may result in a loss of access as well as other disciplinary or legal action.

Limitation of Liability

- The school makes no guarantee that the functions or the services provided by or through the school network will be error-free or without defect. The school will not be responsible for any damage suffered, including but not limited to, loss of data or interruptions of service.
- The school is not responsible for the accuracy or quality of the information obtained through or stored on the network. The school will not be responsible for financial obligations arising through the unauthorized use of the network.

Violations of this Acceptable Use Policy

Violations of this policy may result in loss of access as well as other disciplinary or legal action. Students' violation of this policy shall be subject to the consequences as indicated within this policy as well as other appropriate discipline, which includes but is not limited to:

- Use of school network only under direct supervision
- Revocation of network privileges
- Suspension of computer privileges
- Expulsion from the BERMUN conference and/or
- Legal action and prosecution by the authorities

The particular consequences for violations of this policy shall be determined by the school administrators. The school administration shall determine when expulsion and/or legal action or actions by the authorities are the appropriate course of action.

With my signature below, I am confirming that I have read, agreed with and accepted all of the standards and rules of the “BERMUN 2018 - John F Kennedy School - Student Acceptable Use Policy.”

School Name: _____

Name (Please print!)

Signature

1. _____

2. _____

3. _____

4. _____

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12. _____

Please use the back of this page for additional names and signatures.