



Technology Acceptable Use Policy Upper School

The use of technology is an important part of Highland School's educational experience. Our technology infrastructure is community property enabling us to acquire and transmit knowledge. Individuals who tamper with Highland School community property are putting self interest above the needs of the community. Access to Highland School's technology is not a right but a privilege. Abuse of this privilege constitutes an Honor Code violation. Therefore, students who violate the spirit and/or the letter of this policy face loss of all rights to the equipment and resources and potential further disciplinary action and/or appearance before the Honor Council.

This acceptable use policy is designed to protect both the school and its students. Because of its nature, use and misuse of technology is both public and permanent. As a result we wish to prevent students from naively exposing themselves or Highland School to harm of any kind.

I pledge to do the following when using Highland School technology:

- I will care for the computers and other equipment. This includes **NOT**:
 - downloading or installing software, shareware, or plug-ins.
 - changing computer software or hardware configurations.
 - attempting to compromise the security of the school's computers, systems, or network.
 - having food or drink near a computer.
- I will only use the equipment, materials, and programs I have been given permission to use.
- I will only use Highland School technology for school related work.
- I will use the Internet appropriately and for academic purposes only.
- I agree to respect the privacy, dignity, and intellectual property of others. This includes:
 - Only using the login and password that I have been assigned.
 - Only accessing my files and information.
 - Not copying, moving, or altering any document or file that does not belong to me.
 - Not harassing, insulting, maligning, judging, slandering, or spreading gossip about Highland community members.
 - Not copying or transferring copyrighted materials without permission or proper citation.
- I will use my judgment in all uses of technology, and as new technology arises.

Student Name (please print) _____

Grade _____

Student's signature _____

Parent's signature _____

Date _____