

Upland Country Day School Acceptable Use Policy

As members of Upland Country Day School, we will govern our technology use in accordance with the standards of the Upland Country Day School Honor Code:

1. Our word is an expression of the strength of our character.
2. We respect the property of others as we respect our own.
3. Our academic work is an honest expression of our ability.

In order to apply these standards to Upland Country Day School, we need to remember that digital information is a form of property and communication via technology is a form of speech.

Technology includes but is not limited to: cell phones, text or instant messaging, personal laptops, ipods, iphones, e-mails, blogging, using school servers and computers, posting on websites, etc.

Therefore, the following standards must be honored:

E-Mail is

- To be used as a positive and productive means of communication
- To be considered the same as paper mail
- Easily distributed to others so use care when sending it

Passwords are

- Passwords are Upland's property and are assigned to individuals to give them access to Upland's information system to further our academic and social development missions. Passwords are to be kept confidential and used only by the author of the password; use of another's password is unauthorized.

Commercial Software is...

- Meant to be purchased. If you didn't buy it, you shouldn't use it.
- If you did buy, you shouldn't distribute it to others.

UCDSLAN**/Internet access and respect:

- Treatment of Upland Country Day School members in virtual social interactions like MySpace, Facebook, Email and Instant Messaging should be governed by the same respectful code of conduct that we use at Upland Country Day School.
- Upland Country Day School entrusts all community members to make wise choices about the content they access via UCDSLAN. Obtaining and/or distributing material that is pornographic, violent or otherwise hurtful will not be tolerated, and may, with permission of the Headmaster, result in files or communications being examined.
- We respect the property of other Upland Country Day School community members and will not access their personal files located on their computers through the network.

**Upland Country Day School Local Area Network

Agreement: We are a community in which all members are expected to show mutual respect and compassion for others. As such, there are certain responsibilities that come with the privilege of being able to use the school's network. Since this network reaches beyond Upland Country Day School, all members of the community are expected, at all times, to act as ambassadors for the School when using these resources. The following are not acceptable to use during school hours except with permission from faculty: cell phones, ipods, iphones.

I have read and understand the school rules as they apply to the use of Upland Country Day School campus network. I will abide by them in letter and spirit, and understand that violating them will result in disciplinary action by the school, up to and including dismissal.