

LWSD Computer and Internet Code of Conduct

The Lake Washington School District provides a wide range of computer resources to its students and staff for the purpose of advancing the educational mission of the District. As users of District computers, students are expected to review and understand Appropriate Use Procedures.



1. Protect your logon information from others. Do not use others' passwords.
2. Exercise good judgment.
3. Respect district property and be responsible in the use of the equipment. Do not destroy, modify or abuse the hardware or software in any way.
4. Do not delete or add software or peripheral equipment to district computers without permission.
5. Do not use district computers for illegal, harassing, vandalizing, inappropriate or indecent purposes.
6. Do not use the Internet to access or process pornographic or otherwise inappropriate material.
7. Be ethical and courteous. Do not send hate, harassing or obscene mail, text or images, libelous, scandalous or discriminatory remarks, or demonstrate other antisocial behaviors. Such communications may be subject to school discipline, legal action, and/or police contact.
8. District computers may not be used to interfere or disrupt other users, services or equipment, including distribution of unsolicited advertising (spam), propagation of viruses and distribution of large quantities of information (chain letters, network games or broadcasting messages).
9. Do not assume that because something is on the Internet that you can copy it.
10. Do not use district computers for commercial or political activity.

Technology Code of Conduct

1. Students are expected to follow the *Internet Code of Conduct* and the *Computer User Agreement and Release Form*.
2. Library and computers labs will be used for school use only.*
3. Students are expected to leave games and other applications at home.*
4. Computer labs will only be used when staff member is present.*
5. Students will leave food and beverages outside the computer lab at all times.
6. Students will clean up computer desktop (close all windows) upon leaving.*
7. Monitor positions are not to be changed.*
8. Students will not close screens, clear desktops, or turn off computers when teachers approach them.*
9. Students will not disturb other computer users.*
10. Students will not remove applications from the Hard Drive.**
11. Students will not install or download any personal software, peripheral, or hardware.***
12. Students will not vandalize or steal school equipment.***
13. Students will not alter internal components of the computers.***

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| <p>* Warning – may be asked to leave lab for remainder of day
** Removal from lab and loss of computer privileges for one week
*** Removal from computers for one month and parent conference
**** Removal from computers for remainder of the year and parent conference</p> |
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