



# Acceptable Use Policy

For access and use of technology and internet.

## **ABOUT THE DOCUMENT**

Being a member of Gurukul - The Day School automatically implies that you have agreed to the 'Terms of Use' and 'Code of Conduct' as mentioned in this document.

## **Purpose of this document**

This document acts as disclaimer as well as a guideline to decent and lawful behavior during usage of the school's official websites and the internet connection within school's premises.

## Website Terms of Use

The Gurukul - The Day School website and pages located at <https://www.gurukulschool.in/> and <https://www.gdsdigitalresources.com/> are registered work belonging to the institute "Gurukul - The Day School" (henceforth referred to as "GDS" or "School"). Certain features of the websites may be subject to additional guidelines, terms, or rules, which will be posted on the website in connection with such features.

All such additional terms, guidelines, and rules are incorporated by reference into this Acceptable Use policy document. The terms mentioned in the document in relation to technology and internet usage

## Technology and Internet Usage

**The use of technology and computer resources at the School is a revocable privilege. Failure to abide by this policy may render you ineligible to use the School's computer and internet facilities and may bring additional disciplinary action.**

All users are expected to use the technology available at the School in a manner appropriate to the School's academic and moral goals. Technology includes, but is not limited to, cellular telephones, beepers, pagers, radios, tablets, CD/MP3/DVD players, video recorders, video games, personal data devices, computers, other hardware, electronic devices, software, Internet, e-mail and all other similar networks and devices. Users are expected to be responsible and use Technology to which they have access appropriately. Obscene, pornographic, threatening, or other inappropriate use of Technology, including, but not limited to, e-mail, instant messaging, web pages, and the use of hardware and/or software which disrupts or interferes with the safety and welfare of the School community, is prohibited, even if such uses take place after or off School property (i.e., home, business, private property, etc.).

**Failure to adhere to this policy and the guidelines below will result in disciplinary action as outlined in the Student Code of Conduct.**

## **Unacceptable uses of Technology/Internet include but are not limited to:**

- 1] Violating the conditions of law dealing with rights to privacy. Trespassing in others' folders, work, or files; copying other people's work or attempting to intrude onto other people's files; using other users' e-mail addresses and passwords.
- 2] Using profanity, obscenity or other language which may be offensive to another user; sending messages with derogatory or inflammatory remarks about an individual's race, sex, age, disability, religion, national origin or physical attributes via the Internet or Technology; bullying, insulting, intimidating, or attacking others; transmitting any material in violation of federal or state law.
- 3] Accessing profanity, obscenity, abusive, pornographic, and/ or impolite language or materials, accessing materials in violation of the Student Code of Conduct. Do not view, send or access materials that you would not want your instructors and parents to see. Should a student encounter any inappropriate materials by accident, he/she should report it to school authorities immediately.
- 4] Violating copyright laws by illegally downloading or installing music, any commercial software, shareware, or freeware. You are required to strictly comply with all licensing agreements relating to any software. All copyright laws must be respected.
- 5] Plagiarizing works through the Internet or other Technology. Plagiarism is taking ideas of others and presenting them as if they were original to the user.
- 6] Damaging Technology devices, computers, computer systems or computer networks (for example, by the creation, introduction or spreading of computer viruses, physically abusing hardware, altering source codes or software settings, etc.).
- 7] Using the Technology or the Internet for commercial purposes or activities, which is defined as offering or providing goods or services or purchasing goods or services for personal use, and includes, but is not limited to, the following:
  - a. any activity that requires an exchange of money and/or credit card numbers;
  - b. any activity that requires entry into an area of service for which the School will be charged a fee;
  - c. any purchase or sale of any kind; and
  - d. any use for product advertisement or political lobbying.
- 8] Neither the Internet nor any other Technology may be used for any purpose which is illegal or against the School's policies or contrary to the School's mission or best interests.

All users are expected to be responsible, courteous and thoughtful when using Technology and the Internet. Common sense should prevail.

The use of the technology and internet at GDS premises should be in support of education and research, consistent with the educational mission or objectives of the GDS and in accordance with law as well as GDS Code of Conduct Policy.

Users have no expectation of privacy with respect to the use of Technology, the Internet, intranet or e-mail. GDS monitors the online activities of students. Maintenance and monitoring of School network system may lead to the discovery that a user has or is violating GDS policies or the law. Violations of School policy, the GDS Code of Conduct or the law may result in severe penalties, up to and including expulsion.

GDS makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the School technology system will be error-free or without defect. GDS will not be responsible for any damage users may suffer, including but not limited to, loss of data, interruptions of service, or computer viruses. GDS is not responsible for the accuracy or quality of the information obtained through or stored on the School system. GDS will not be responsible for financial obligations arising through the authorized use of the system.

In consideration of internet safety, the School may place a filter on its Internet access as one step to help protect its users from intentionally or unintentionally viewing inappropriate material. However, users must be aware that some material accessible via the Internet contains illegal, defamatory, inaccurate, or potentially offensive language and/or images. While the goal of the School is to use Internet resources to achieve educational goals, there is always a risk of students accessing other materials. Parents should be aware of these risks.

GDS will educate students about appropriate online behaviour, including interacting with other individuals on social networking websites and in chat rooms. The School will also educate students on cyber-bullying awareness and response.

All electronic devices will be turned in to the office and will be returned at the end of the day to avoid distraction to student learning. If a child does not turn in their phone, and it is found on them during the school day, it will be confiscated, and a parent/guardian will be required to claim it.

**These Acceptable Use Policy terms described are legally binding terms and conditions that oversee your use of the Site. By using the school websites, technology and internet facilities on the premises, you represent that you have the authority and capacity to enter into these Terms.**

**GDS reserves the right to change or amend this policy without any prior intimation to the users.**