

# H. E. Huntington Middle School

1700 Huntington Drive

San Marino, CA 91108

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*A National Blue Ribbon School*

## COMPUTERS AND TECHNOLOGY 2009-2010

### Discipline Standards and Usage

H.E. Huntington Middle School is dedicated to providing students with computer and technological instruction in order to prepare them for the future. While the use of computers and technology in the classroom is a very exciting and rewarding experience, there are several guidelines that parents and students must follow to ensure the protection of the equipment and technological services. Please review and discuss these guidelines with your child.

#### Computer and Technological Guidelines

1. The use of computers and technology at H. E. Huntington Middle School is a privilege, not a right. Inappropriate use of the equipment or service will result in cancellation of those privileges. The school administration and staff will decide what is appropriate use and their decisions will be final.
2. Students are to abide by the generally accepted rules of etiquette when operating computers and other technological equipment. Illegal and inappropriate activities of any kind are strictly forbidden. Students should remember that they are a member of the Huntington Middle School community and inappropriate actions reflect poorly on the school.
3. Vandalism is defined as any malicious attempt to harm or destroy property or data belonging to the school or another individual. This includes, but is not limited to, the uploading or creation of computer viruses, tampering with operation systems and disrupting the use of the services by other individuals. Any vandalism will result in the loss of computer and technological services, disciplinary referrals, and/or legal actions.
4. All personal data, files, and information must be kept by students on his/her own disk(s). H. E. Huntington will not be responsible for any damaged or lost of personal property, including disks, videos, CD's, etc., while using the using the computer and technological systems and services.
5. Students may be asked to sign additional contracts that relate specifically to individual technology and computer courses. The signing of these contracts is a condition to participate in the course(s).

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Please sign the **Master Signature Summary** acknowledging that you and your child have read and reviewed the discipline standards regarding the use of computers and technology at H. E. Huntington Middle School and agree to it's provisions.