

## LONDONDERRY SCHOOL DISTRICT SOFTWARE CODE OF ETHICS

All employees and students of the Londonderry School District shall use software only in accordance with its license agreements. Unless otherwise noted in the license, or in the event that the software arrived without a license agreement, any duplication of copyrighted software, except for back-up and archival purposes, is a violation of federal law and district policy. This signed Code of Ethics must be filed with the Building Principal.

1. I will use all software according to the provisions of license agreements.
2. I will not make unauthorized copies of software under any circumstances.
3. I recognize that the district will not tolerate the use of any illegal software copies on district computers.
4. I understand that anyone found copying software other than for back-up purposes is subject to district disciplinary actions.
5. I understand that anyone found making illegal software copies may be subject to civil and criminal penalties.
6. I will obtain approval of the school principal or other appropriate administrator (i.e. utilizing the Instructional Materials Approval Form) prior to use of any personally owned software within the district or on district property.

---

EMPLOYEE SIGNATURE

DATE

---

PRINT NAME, SCHOOL AND ASSIGNMENT

***NOTE: This policy applies to all employees, volunteers, substitutes, student teachers, interns, contractors, and any other person, who is provided with email, network or internet access by the Londonderry School District.***

08/12/2008  
Updated 8/4/11