



WEST HIGH SCHOOL

241 North 300 West
Salt Lake City, Utah 84103
Telephone: (801) 578-8500
Fax: (801) 578-8524

Date: _____

To: _____, Student Name & Number

From: _____, West High Administrator

_____, Systems Administrator

_____, Teacher

Guardian/Parent Contact: _____

Name

Date

Time

Subject: AUP Violation

This memo is to inform you that you are in violation of the West High School Internet Acceptable Use Policy (AUP) Agreement in the following manner:

As a result of your violation, you will receive the following consequence according to the severity and level of your violation:

- Level I** - Warning - Classroom Discipline (ex.: non-school related activities, off task)
- Level II** – Internet disabled. Parent notification if time off will jeopardize a grade. (ex.: sharing passwords, chatting, playing games or repeat “Level I AUP Violation”). Send form to Assistant Principal to handle.
 - Temporary privilege removal, 2 weeks or more
 - Student is required to study and pass AUP test
- Level III** – Account disabled, Parent notification (ex.: computer vandalism, hacking, pornography, creating viruses, downloading files or repeat “Level II AUP Violation”). Send form to Assistant Principal to handle.
 - Suspension (optional)
 - Permanent privilege removal
 - Possible criminal charges and consequences

We will be monitoring your computer use throughout the school via a remote view tool on the system network. Please assist us by following our guidelines and reviewing your AUP agreement (available on the SLCS D website (<http://www.slc.k12.ut.us/policies/>) and select the AUP for Students).

Student Signature Date

Parent Signature Date

Teacher Signature Date

Copy to:

- Student
- Teacher
- Administrator
- Return with parent signature to Teacher**

Discipline Referral Forms should be submitted to the appropriate Assistant Principal listed below (based on the first letter of the student’s last name):

- Mary Margaret Williams, Rm. 208, ext. 257 A thru D
- Ken DeVries, Rm. 316, ext. 360 E thru K
- Rick Jaramillo, Rm. 316, ext. 363 L thru Q
- Gene Bonella, Rm. 316, ext. 319 R thru Z