

Breese/Beckemeyer Elementary District 12 Internet/Computer Acceptable Use Policy (STUDENT)

The Internet provides access to powerful educational resources. You will be able to interact with businesses, major universities, national libraries, other schools, and other users around the world. If you fail to comply with the policies detailed below you will lose your Internet access privileges and perhaps face more severe consequences. You and your parents/guardians need to sign the last page which indicates that you are aware of the school policies and consequences if these policies are violated. This signed document becomes your permission slip to access the Internet.

THE INTERNET

The Internet is a global network made up of many small networks. This “network of networks” supports the open exchange of information among many different kinds of institutions all over the world. This system gives virtually immediate access to information. It's like being able to open any book in any library from your computer. You can look at articles, documents, and pictures that you can use in your classes. You can get current facts about news, weather and sports. Before you begin to use these research tools, it is important that you understand the many ramifications of using these resources.

PARENTS/GUARDIANS

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Breese/Beckemeyer Elementary District 12 will make every attempt, through supervision and firewall-based filtering, to restrict access to inappropriate materials. However, on a global network it is impossible to control all materials. Any user may discover inappropriate information. We believe that the educational value of the Internet outweighs the risk that users may access material that is not consistent with the educational goals of the school district.

WHO IS WATCHING?

The Internet is a "public place." Millions of individuals at the same time may be interacting across the network. Your actions can be monitored by others on the network. If you use a particular service on the network, chances are that someone knows the connections that you are making, knows about the computer shareware that you have borrowed, and knows what you looked at. Because these connections are granted to you as part of the larger scope of the curriculum, Breese/Beckemeyer Elementary District 12 reserves the right to monitor all traffic on the network, and monitors computer use regularly. We do this to make sure that the Network continues to function properly.

SCHOOL HANDBOOK

Breese/Beckemeyer Elementary District 12 has a handbook for all students that details appropriate school behavior, outlines rights, and sets expectations for students. Because Breese/Beckemeyer Elementary District 12 Internet access is used as part of a school activity, the school's code of conduct applies to network activities as well. Therefore, the network use policy is an extension of the school's handbook. These rules apply to vandalism of computer equipment, unauthorized access to information, computer piracy, hacking, and any tampering with hardware or software. You may not create nor distribute viruses and worms. These rules also apply to the use of harassing, abusive or obscene language, and other engagements of cyber bullying. You may not use the network to harass or offend other people.

MORAL AND ETHICAL ISSUES

Breese/Beckemeyer Elementary District 12 wants to provide you with a stimulating educational environment, but at the same time, we want to protect you from information that is not appropriate. We acknowledge the fact that inappropriate materials exist and then do everything we can to actively filter them. We cannot weed out all of the materials that are unacceptable, but it should be clearly understood by all users that access to such material is strictly forbidden. Any user found accessing such material will immediately lose their Internet access privileges. Although the actual percentage of unacceptable materials is small, it can cause concern for students and parents if a student stumbles onto the information while doing legitimate research. If you have a question or concern regarding any information you find, contact your teacher, principal, superintendent, technology coordinator, or computer lab supervisor.

INADVERTENT ACCESS

If a student inadvertently accesses unacceptable materials or sites, the student shall immediately disclose that access to their teacher, principal, or computer lab supervisor. A user may in certain rare instances access otherwise unacceptable materials if necessary to complete an assignment, and only if done with the approval of, and under direct guidance of a supervising teacher.

USING THE RESOURCES

It may seem that there is no limit to the resources on the Internet, but the School District Network has a limited capacity to handle traffic. If there are too many users at any given time, the traffic on the network grinds to a halt. The following list of "don'ts" will help avoid network "gridlock".

- Do not tie up the Network with idle activities;
- Do not try to circumvent software that limits your access to data on the network;
- Do not play games with others across the network or across the Internet. The only games allowed are those already installed on computers or those designated by the teacher for educational purposes;
- Do not download large files. The best thing to do is get into the Internet, get what you need, and then get out.

EXPECTED BEHAVIOR

You are expected to use the network to pursue intellectual activities, seek educational resources, access libraries, and engage in similar activities. When you are using the network and communicating with others on the Internet in any fashion, keep the following in mind:

- You cannot see them, nor tell how old they are or even what sex they are;
- They can tell you anything, and what they are telling you is not necessarily true;
- Absolute privacy cannot be guaranteed in a networked environment. So, you need to think carefully about what you say, how you say it, and who you say it to.

Remember to exercise caution when you are communicating with people in the outside world. **Do not give out your home phone number or your address to anyone.** If you feel uncomfortable or if you feel harassed by the information someone is giving you, tell your teacher, principal, or computer lab supervisor immediately. By the same token, do not harass others. If a user asks that you no longer send them email or contact them, you are obligated to stop all contact immediately.

INTERNET USE AGREEMENT

The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents and employees of the school district. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet. Supervising teachers will instruct students on the acceptable use of the Internet and proper network etiquette. Students must be honest and obey all of the rules outlined in the district policy. Students should report all problems immediately to the teacher, principal, superintendent, technology coordinator, or computer lab supervisor. The Internet Use Agreement form for students must be signed by the student, the parents/guardians, and the computer lab supervisor. The form must then be filed at the school office.

COMPUTER AND NETWORK USE

Users specifically may not:

- Use another's password to gain access to our network or Internet;
- Use or procure email accounts granted by an outside source (i.e. Hotmail, Yahoo, or Gmail accounts);
- Use Internet chat rooms, place advertisements, or propagate chain letters;
- Move equipment or damage equipment;
- Add or remove components attached to the computer;
- Modify installed software, nor install software without permission;
- Use their own software or CD-ROMs without permission;
- Attempt to start (boot) computers from anything but the local hard drive.

This is not an exhaustive list, and other similar behaviors will not be tolerated. Denial of computer and network use is a likely result of any of the above infractions.

LEGAL ISSUES

Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening, obscene, or pornographic material, or material protected by trade secret. Use for product advertisement or political lobbying is not consistent with the purposes of Breese/Beckemeyer Elementary District 12 Internet access. Illegal activities are strictly prohibited.

Copyright

According to the Copyright Act of 1976, "Fair Use" means that you may freely use any information that you legally find on the Internet as long as you do so only for scholarly purposes. You may not plagiarize or sell what you find.

Suppose, for example, that you find a copy of Microsoft Works® on the Internet. Could you legally copy it? The answer is NO. You have to purchase software packages before you use them legally. Suppose you find an article about the use of Microsoft Works® on the Internet. Can you legally copy it? The answer is yes, as long as you give credit to the author and do not sell the article for profit.

UNACCEPTABLE USE

Breese/Beckemeyer Elementary District 12 declares that unethical and unacceptable behavior is just cause for taking disciplinary action, revoking Internet access privileges, or initiating legal action. Examples of such unacceptable activities are those through which an individual:

- Uses the Network for illegal, inappropriate, obscene, or pornographic purposes. Illegal activities shall be defined as a violation of local, state, or federal laws. Inappropriate use shall be defined as a violation of the intended use of the network. Obscene activities shall be defined as a violation of generally accepted social standards for use of a publicly-owned and operated communication vehicle, in particular standards appropriate to a school setting;
- Uses the Network for illegal activity, including violation of copyrights, license agreements, and other contracts;
- Intentionally disrupts network traffic or crashes connected systems;
- Degrades equipment or system performance; or propagates computer viruses or worms;
- Use the Network for commercial or financial gain or fraud;
- Steals data, equipment, or intellectual property;
- Gains unauthorized access to others' data files, or vandalizes their data;
- Gains or seeks to gain unauthorized access to resources or entities;
- Forges electronic mail messages, uses an account of another user, posts anonymous messages;
- Accesses materials which use language or images that advocate violence or discrimination toward others (hate literature) or that may constitute harassment or discrimination;
- Engage in acts of cyber bullying against other students, parents, teachers, administration, or other faculty and staff;
- Purposely searches for or downloads information on sites that are deemed inappropriate;
- Access chat rooms or other instant messaging services;
- Access social media websites (i.e. Facebook, MySpace, or Pinterest);
- Wastefully uses resources;
- Invades the privacy of others;
- Possesses, downloads, or saves data which might be considered a violation of these rules.

Consequences of Violations

Consequences of violations include but are not limited to:

- Suspension or Revocation of Internet or Computer access;
- School Detention, Suspension or Expulsion;
- Legal action and prosecution by the authorities.

Remedies and Recourses

If you are accused of any of the violations, you have all of the rights and privileges that you would have if you were accused of violating other school rules.

LIMITED EXPECTATION OF PRIVACY

By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system. Parents have the right at any time to investigate or review the contents of their child's files. Parents have the right to request the termination of their child's individual account at any time.

STUDENT INTERNET/COMPUTER USAGE CONSENT AND WAIVER
******* Please sign this page and return to Computer Lab Supervisor *******

This form must be read and signed by you, your parents/guardians, and a supervising teacher.

Do not sign this page until you have read the attached policy.

By signing this Consent and Waiver form, I and my parents/guardians agree to abide by the Internet/Computer Acceptable Use Policy. I have discussed the attached policy with my parents/guardian and have read and understand the document, IN ITS ENTIRETY. My parent or guardian and I are advised that Breese/Beckemeyer Elementary District 12 does not have control of the information on the Internet. Some sites accessible via the Internet may contain material that is illegal, defamatory, inaccurate, or potentially offensive to some people. Ultimately, the parent or guardian of a minor is responsible for setting and conveying the standards that their student should follow. To that end, Breese/Beckemeyer Elementary District 12 supports and respects each family's right to decide whether or not to allow their student to have access to our Internet resources. Use of the school district system is at the user's own risk. The system is provided on an "as is, as available" basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage or unavailability of data stored on school district diskettes, tapes, hard drives or servers, or for delays or changes in or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet. The District has the right to restrict or terminate Network and Computer access at any time and for any reason. The District further has the right to monitor all Network activity in any form that it sees fit to maintain the integrity of the Network. By signing this form, I certify that I understand and agree to the terms set forth in the Internet/Computer Acceptable Use Policy.

PLEASE PRINT LEGIBLY!

Student's Name
(Please Print) _____

Date _____

Students Signature _____

Grade _____

Parent Name
(Please Print) _____

Date _____

Parent Signature _____

Supervising Teacher
(Please Print) _____

Date _____

Supervising Teacher Signature _____

I have access to the Internet: at home _____ at work _____ no convenient access _____