

## IIBG - INTERNET USER POLICY

Highmore-Harrold School District is pleased to offer students access to a computer network for the Internet. To gain access to the Internet and use the available technological resources, all students must obtain parental permission as verified by the signatures on the attached form. Should a parent prefer that a student not have Internet access, use of the computers is still possible for more traditional purposes such as word processing. E-mail use will be used only as a classroom assignment and will be directly supervised by the teacher.

### WHAT IS POSSIBLE?

Access to the Internet will enable students to explore thousands of libraries, databases, museums, and other repositories of information. Families should be aware that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate, or potentially offensive. While the purposes of the school are to use Internet resources for constructive educational goals, the students may find ways to access other materials. We believe that the benefits to students from access to the Internet in the form of information resources and opportunities for collaboration exceed the disadvantages. But ultimately, the parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Therefore, we support and respect each family's right to decide whether or not to apply for access.

### WHAT IS EXPECTED?

Students are responsible for appropriate behavior on the school's computer network just as they are in a classroom or on a school playground. Communications on the network are often public in nature. General school rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules set forth below. The use of the network is a privilege, not a right, and may be revoked or abused. The user is personally responsible for his/her actions in accessing and utilizing the school's technological resources. The students are advised never to access, keep, or send anything that they would not want their parents or teachers to see.

### WHAT ARE THE RULES?

Storage capacity – Users are expected to remain within allocated space (server) and delete other material that takes up excessive storage space.

Illegal copying – Students should never download or install any commercial software, shareware, or freeware onto the network drives, disks or servers; unless they have permission from the Network Administrator, superintendent or principal. Nor should students copy other people's work or intrude into other people's files.

Inappropriate materials or language – No profane, abusive or impolite language should be used to communicate nor should materials be accessed which are not in line with the rules of school behavior. A good rule to follow is never view, send, or access materials which you would not want your teachers and

parents to see. Should students encounter such materials by accident, they should report it to their teacher immediately.

Damage – Students will pay all costs associated with damage to any computer, camera, and other technological equipment or the replacement cost if the equipment cannot be repaired

## GUIDELINES

These are guidelines to follow to prevent the loss of network privileges at school.

1. Do not use a computer or other technological equipment to harm other people or their work.
2. Do not damage the computer, network, and technology equipment in any way. You are responsible for the cost of repair or replacement.
3. Do not interfere with the operation of the network by installing illegal software, shareware, or freeware.
3. Do not violate copyright laws.
4. Do not view, send, or display offensive messages or pictures.
5. Do not share your password, home address, or phone number with another person.
6. Do not waste limited resources such as space on the server or printing capacity.
7. Do not trespass in anyone's folders, work or files.
8. Do notify an adult immediately, if by accident you encounter materials that violate the appropriate use policy.
10. Be prepared to be held accountable for your actions and for loss of privileges if the rules of appropriate use are violated.
11. Do not engage in any advertising or soliciting the sale or purchase any activity that is prohibited by law.
12. Before a student can use the Internet the parent permission form must be on file at the school.

Adopted: Before 2009

Revised: July 13, 2009