

**Board Policy****Computer Assisted Instruction****Descriptor Code: IFBG****Appropriate Use of Electronic Information Resources**

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**Stephens County School System Policy on Internet Access**

Electronic information resources such as the Internet, World Wide Web, electronic mail (email), Local Area Networks (LAN), Wide Area Networks (WAN), network servers, and computers are provided to help achieve the instructional goals of the Stephens County School System. Any activities involving the use of these resources that do not support these instructional goals are forbidden and should be avoided.

While using electronic information resources, students are expected to apply the Student Code of Conduct just as they would in any other instructional activity.

The use of electronic information resources including the Internet is a privilege and not a right and continued use is subject to the user's adherence to the letter and spirit of this policy.

**Student Expectations in the use of Electronic Information Resources**

- a. Students shall not access material that is obscene, pornographic, child pornography, "harmful to minors", or otherwise inappropriate, as defined in the Children's Internet Protection Act of 2000, for educational uses.
- b. Students shall not use school resources to engage in "hacking" or attempts to otherwise compromise system security.
- c. Students shall not allow other students the use of their passwords or other credentials at any time.
- d. Students shall not engage in any illegal activities on the Internet.
- e. Students shall only use electronic mail, chat rooms, and other forms of direct electronic communications for school-related purposes.
- f. Students shall not disclose personal information, such as name, school, address, and telephone number outside of the school network.
- g. Students shall notify school system personnel if they become aware of any violation of this policy.
- h. Students shall notify school system personnel if they accidentally violate any portion of this policy.

Any violation of school policy and rules may result in the loss of school-provided access to electronic information resources. Additional disciplinary action may be determined in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved.

**Staff Expectations in the use of Electronic Information Resources**

- a. Staff shall not use these resources to access material that is obscene, pornographic, or is child pornography.
- b. Staff shall not use school resources to engage in "hacking" or attempts to otherwise compromise system security.
- c. Staff shall not allow others the use of their passwords or other credentials except when necessary for the purpose of maintaining or servicing these resources.

**Expectations for staff and students in the use of Electronic Information Resources**

- a. Use of these resources to lobby for votes is forbidden.
- b. Use these resources for commercial advertising is forbidden.

- c. All copyright laws will be observed at all times.
- d. Use of these resources for sending and receiving large numbers of personal messages is forbidden.
- e. All users should recognize that email and Internet use is not private.
- f. Wasteful use of these resources is forbidden.

Any violation of school policy may result in loss of school-provided access to the Internet. Additional disciplinary action may be determined in keeping with existing procedures and practices. When and where applicable, law enforcement agencies and the Professional Standards Commission may be involved.

### **Acceptable Use Contract**

Families should be aware that some material accessible via the Internet might contain content that is illegal, offensive, defamatory, or inaccurate. The Stephens County School System respects the rights of families to decide whether or not to allow a child Internet access. Only those students who return a signed Acceptable Use Contract including parental permission will be allowed access to the Internet.

For elementary school students this contract shall be signed/renewed at the beginning of each school year.

This contract shall be signed/renewed upon entering middle school and shall remain in force as long and the student is in middle school.

This contract shall be signed/renewed upon entering high school and shall remain in force as long as the student is in high school.

### **Enforcement of policy**

- a. The Stephens County School System uses a technology protection measure that blocks or filters Internet access to inappropriate material, as described above, including Internet sites that are not in accordance with the policy of Stephens County School System. However, given the Internet's global nature, it is impossible to control all materials that students or staff may discover. The Stephens County School System disclaims responsibility for inappropriate material students or staff may access on the Internet while using the Stephens County School System's electronic information resources.
- b. The technology protection measure that blocks or filters Internet access may be disabled by a Stephens County School System staff member for bona fide research purposes by an adult.
- c. A Stephens County School System staff member may override the technology protection measure that blocks or filters Internet access for a student to access a site with legitimate educational value that is wrongly blocked by the technology protection measure that blocks or filters Internet access.
- d. Stephens County School System staff will monitor students' use of the Internet, through either direct supervision or by monitoring Internet use history to ensure enforcement of the policy.
- e. Internet activities may be monitored and/or recorded and reviewed for the purpose of enforcing this policy.
- f. All users of Electronic Information Resources must agree to and sign an Appropriate Use Contract.

**Adopted: July 15, 1997**

**Last Revised: May 21, 2002**

**Stephens County Board of Education**

**Stephens County School System**  
**Appropriate Use of Electronic Information Resources**  
**Appropriate Use Contract for Students and Parents/Guardians**

Dear Parents/Guardians:

With your permission, your child may be involved in using Stephens County School System's electronic information resources and accessing the Internet as a part of class activities at his/her school. All work on the Internet will be done *under teacher supervision*, and no student will be allowed to participate unless parental permission is granted using this form. We encourage you to refer to Stephens County Board of Education Policy IFBDA, which governs the appropriate use of electronic information resources. This policy is attached to this contract (you may keep the attached copy for your reference) and is also available at school, our central administrative offices, and on the Internet at <http://www.gsba.com/policymanuals/links/stephens>.

We are pleased to bring Internet access to our schools and believe the Internet offers vast, diverse, and unique resources to the schools and community. Our goal in providing this service to students is to promote educational excellence and to educate students in the sharing of knowledge and resources through modern technology.

You child will be instructed by school personnel concerning the following:

- The primary purpose of the school Internet connection is educational.
- Directions will be given as to which Internet resource materials students may access as part of a lesson plan.
- The use of the Internet is a privilege, not a right. Inappropriate behavior, such as accessing off-limits sites, may lead to revocation of that privilege and/or disciplinary action. When and where appropriate, law enforcements agencies may be involved.
- Above all, students must understand clearly the responsibilities placed on them when they are allowed access to the Internet. Inappropriate behavior will not be tolerated.

**Agreements:**

**Parents:**

I give permission for \_\_\_\_\_ to access information on the Internet. I understand and agree that misuse of that privilege by my child might cause his/her access to the Internet to be terminated and might also result in disciplinary action. I have explained the Acceptable Use Policy (School Board Policy IFBDA) to my child.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**Student:**

I agree to use the Internet at school as directed by my instructor. I understand that using the Internet in any other manner might terminate my use of this resource and might also lead to disciplinary action.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

[Any parent or guardian with concerns about the use of electronic information resources in school should contact the school principal or the system Administrative Offices.]

**Stephens County School System**  
Appropriate Use of Electronic Information Resources  
Appropriate Use Contract for School System Personnel

As a school system employee you may use Stephens County School System's electronic information resources and be given access to the Internet through the School System's Internet connection. The use of this resource is governed by School Board Policy *IFBDA, Appropriate Use of Electronic Information Resources*. You are expected to familiarize yourself with this policy. This policy is attached to this contract (you may keep the attached copy for your reference) and is also available at school, our central administrative offices, and on the Internet at <http://www.gsba.com/policymanuals/links/stephens>.

We are pleased to bring Internet access to our schools and believe the Internet offers vast, diverse, and unique resources to the schools and community. Our goal in providing this service is to promote educational excellence and to educate students in the sharing of knowledge and resources through modern technology as well as to provide school system employees with another resource for professional development.

Please understand that no school system employee shall use the school system Internet connection to access material on the Internet unless they have agreed to and signed this Appropriate Use Contract.

**Agreement:**

I understand that by signing this Appropriate Use Contract I am indicating that I have read and understand Board Policy IFBDA, Appropriate Use of Electronic Information Resources. I also understand that the use of the Internet through the school system Internet connection is a privilege, not a right. I further understand and agree that misuse of that privilege might cause my access to the Internet to be terminated and might also result in disciplinary action. By signing this form I agree to abide by School Board Policy IFBDA.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

[Any employee with concerns about the use of electronic information resources in the school system should contact the school principal or the system Administrative Offices.]