

# East Jasper Consolidated School District

## Acceptable Use Policies “AUP”

East Jasper School District has established a computer network and is pleased to offer Internet access for students, staff, and with special permission “guest”. This will provide them with access to a variety of Internet resources. In order for students to use the Internet, students and their parents or guardians must first read and sign the following acceptable use policies. All staff of East Jasper School District and guest who will use this network must also read and sign the following acceptable use policies.

### Acceptable Uses

1. The computer network at East Jasper School District has been set up in order to allow Internet access for educational purposes. This includes classroom activities, research activities, peer review of assigned work, and the exchange of project-related ideas, opinions, and questions via email, message boards, and other means.
2. Students, teachers and staff will have access to the Internet via classroom, library, lab, office, and etc.
3. Student access is limited to regular school hours or other pre-arranged times, etc.
4. Student use of the Internet is contingent upon parent/guardian permission in the form of a signed copy of this Acceptable Use Policy. Parents/guardians may revoke approval at any time.
5. Material created and/or stored on the system is not guaranteed to be private. Network administrators may review the system from time to time to ensure that the system is being used properly. For this reason, students should expect material placed on personal Web pages, and other work that is created on the network may be viewed by a third party.
6. Network users must keep their passwords private. Accounts and/or passwords may not be shared.
7. Network users are expected to adhere to the safety guidelines listed below.

### Unacceptable Uses

1. The network may not be used to download, copy, or store any software, shareware, or freeware without prior permission from the network administrator.
2. The network may not be used for commercial purposes. Users may not buy or sell products or services through the system without prior permission from the network administrator.
3. Use of the network for advertising or political lobbying is prohibited.
4. The network may not be used for any activity, or to transmit any material, that violates United States or local laws. This includes, but is not limited to, illegal activities such as threatening the safety of another person or violating copyright laws.
5. Network users may not use vulgar, derogatory, or obscene language. Users may not engage in personal attacks, harass another person, or post private information about another person.
6. Network users may not log on to someone else’s account or attempt to access another user’s files. "Hacking" or otherwise trying to gain access to another person’s or organization’s computer system is prohibited.
7. Network users may not access Web sites, newsgroups, or chats areas that contain material that is obscene or that promotes illegal acts. If a user accidentally accesses this type of information, he or she should immediately notify a teacher, librarian, and/or network administrator.
8. Network users may not engage in "spamming" (sending an email to more than 10 people at the same time) or participate in chain letters.
9. Network users may not engage in "spamming" (sending an email to more than 10 people at the same time) or participate in chain letters.

### Consequences of Inappropriate Network Behavior

Repeated or severe infractions of the procedures and guidelines may result in termination of access privileges. Student infractions may result in appropriate disciplinary action in addition to suspension or termination of access privileges. Unauthorized use of the network, intentional deletion or damage to files and data belonging to other users or copyright violations may be termed theft.

### **Safety Guidelines for Students**

1. Never give out your last name, address, or phone number.
2. Never agree to meet in person with anyone you have met online unless you first have the approval of a parent or guardian.
3. Notify an adult immediately if you receive a message that may be inappropriate or if you encounter any material that violates this Acceptable Use Policy.
4. Your parents should instruct you if there is additional material that they think would be inappropriate for you to access. East Jasper School expects you to follow your parent's wishes in this matter.

### **CIPA and COPPA Compliance**

The Children's Internet Protection Act requires that schools must have an Internet Safety policy in place. This policy must include a Technology Protection Measure that blocks and filters access to visual depictions that are obscene, child pornography and harmful to minors. The East Jasper Network is in compliance with CIPA through the filtering system provided by the Department of Education Technology Department.

# CIPA Internet Usage Form

It is the policy of East Jasper Consolidated to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children’s Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

## Definitions

Key terms are as defined in the Children’s Internet Protection Act.

## Access to Inappropriate Material

To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

## Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the East Jasper Consolidated online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called ‘hacking,’ and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

## Education, Supervision and Monitoring

It shall be the responsibility of all members of the East Jasper Consolidated staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children’s Internet Protection Act, the Neighborhood Children’s Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of The Technology Director or designated representatives.

The East Jasper Consolidated or designated representatives will provide age-appropriate training for students who use the East Jasper Consolidated Internet facilities. The training provided will be designed to promote the East Jasper Consolidated commitment to:

1. The standards and acceptable use of Internet services as set forth in the East Jasper Consolidated Internet Safety Policy;
2. Student safety with regard to:
  - a. Safety on the Internet;
  - b. Appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
  - c. Cyber bullying awareness and response.
3. Compliance with the E-rate requirements of the Children’s Internet Protection Act (“CIPA”).

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the District's acceptable use policies.

## Adoption

This Internet Safety Policy was adopted by the Board of the East Jasper Consolidated at a public meeting, following normal public notice, on July 1, 2012.

# Acceptable Use Policies “AUP” and CIPA Internet Usage Forms

## Parent/Guardian Permission

I have read and understand the above information about appropriate use of the computer network at East Jasper School District and I understand that this form will be kept on file at the school. I give my child permission to access the network as outlined in the East Jasper **Acceptable Use Policies “AUP”** and Children’s Internet Protection Act “**CIPA” Forms**. I also understand that my child’s work and photo (writing, drawings, etc.) may occasionally be published on the Internet and be accessible on a World Wide Web server.

Parent’s Name (print): \_\_\_\_\_

Parent signature \_\_\_\_\_

Date: \_\_\_\_\_

Student’s Name: (print): \_\_\_\_\_

Student’s signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student’s Grade: \_\_\_\_\_

School Student Attends: \_\_\_\_\_

Staff signature: \_\_\_\_\_

Position: \_\_\_\_\_

Work Location: \_\_\_\_\_

Guest signature: \_\_\_\_\_

Date: \_\_\_\_\_