Pass Christian Public School District

Acceptable Use Policy

The Pass Christian School District is pleased to offer students and staff members access to the district's computer resources including the Internet. The use of technology is an integral part of the mission of the Pass Christian Public School District.

The Internet can provide a vast collection of educational resources for students and employees. Access to the Internet will enable students to explore thousands of libraries, databases, and sites containing educational information. Because information and services appear, disappear, and change constantly, it is not possible to predict or control what students may locate on any given day. Thus, the school district and associated employees make no guarantees pertaining to the accuracy of information received on the Internet. Although students will be under the supervision of their teachers and other staff members, it is not possible to constantly monitor individual students and what they may be accessing on the Internet.

Student's parents/guardians should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate or potentially offensive. The Pass Christian School District is in compliance with the CIPA and COPPA. The district uses filtering to block offensive sites. While it is the school district's intent to make Internet access available to further educational goals and objectives, students may find ways to access other materials.

Students and staff are expected to follow all guidelines stated in this policy, as well as those directions and instructions given by members of the faculty, staff, or administration. Each student and staff member is required to demonstrate ethical behavior of the highest order when accessing computer resources. The privilege of using the district's computer resources requires proper and responsible use of the network, including the Internet.

Since access to the network is a privileged opportunity provided by the Pass Christian Public School District, any actions that might harm the computer equipment or software, impair their effective use, or show disregard for the procedures set up for network access will not be tolerated. The use of the network by students is subject to monitoring by teachers and/or administrators at all times and improper student conduct while accessing information on the network will be subject to disciplinary action.

1. Prior to use of the computer network, students must obtain parent/guardian signature on permission forms along with their own signature. These signed forms must be turned in to the designated school official.

2. Students and staff should never allow others to use their account numbers, access codes, or passwords, or attempt to use account numbers, access codes, or passwords not intended for personal use.

3. It is both a violation of law and this policy to access any network files, documents, applications, etc. that a user is not authorized to access.

4. The school shall inform parents that although internet access is filtered, their child may encounter information on the network, through the Internet, bulletin boards, or e-mail that is obscene or offensive. The student is responsible for not pursuing such material and shall be subject to disciplinary action if they engage in such activity. In addition to pornography, students must refrain from viewing or, utilizing in any way, any information that condones violence, hatred of others, or use of any weapon, substance, or material that may be hazardous to ones self or others.

5. The school shall educate minors about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms. Furthermore, cyber bullying awareness and response.

6. Electronic communication is not guaranteed to be private. The district reserves the right to monitor network, Internet activity and update filtering policy as deemed necessary.

7. Violation of any part of this policy shall result in strict disciplinary action, the extent of which will be based on the level of offense and determined at the discretion of the principal. Extreme violation of ethics, security, or safety standards may result in expulsion or legal prosecution.

Acceptable Use Policy guidelines include, but are not limited to the following:

1. Student use of the Internet must be curriculum-related.
2. Students may not reveal personal information such as address or telephone number over the internet.
3. Students may not transmit credit card numbers, bank account information, or other financial information.
4. Students may not download executable or compressed files.
5. Students may not participate in Internet Chat Rooms or social networking sites such as Twitter and FaceBook from school computers.
6. Students may not change any computer configurations including desktop backgrounds and screensavers.
7. Students must follow all other computer-use rules or procedures set forth by a teacher or administrator.
8. Use access time wisely. Do not tie up the network with idle activities.
9. The use of Proxy sites to circumvent filtering is prohibited.
10. Do not remove or damage any parts on the computer or its peripherals.
11. Do not attempt to access, change or delete files not intended for one's own use.
12. Do not play non-educational games on district computers.
13. Do not access Internet sites of questionable educational value.
14. Do not wastefully use computer supplies such as paper, printer cartridges, or disk space.
15. Use of district resources to transmit inappropriate language or potentially offensive material is prohibited.
16. Use of district resources to facilitate an illegal activity is prohibited.
17. Use of the district's computers for non-school related activities must be approved by the school principal.
18. School computer equipment or peripherals may not be moved to a different room or building without following proper fixed asset tracking procedures.
19. Falsely representing information found on the Internet as being your own is an act of plagiarism. Always give appropriate credit to original authors.
20. Anyone installing unauthorized software, unlicensed software, or making unauthorized copies of copyrighted software assumes all legal responsibility for their actions and is subject to penalties imposed upon by the district. Questions regarding software licensing should be directed to the District Technology Coordinator.
21. Internet postings on the district's web site must be approved by an appropriate administrator appointed by the District Technology Coordinator.
22. Do not connect personal devices to the district network without prior approval from the District Technology Coordinator

Consequences of Violations include but are not limited to:

1. Suspension of computer or network access
2. Revocation of computer or network access
3. School Suspension
4. School Expulsion
5. Legal action and prosecution by proper authorities.
6. Any other consequence deemed necessary by the school principal or central office administrators.

Pass Christian Public School's Computer Use Policy
Parent/Guardian-Student Agreement Form

In order to make sure that all members of the Pass Christian School District community are aware of these rules of conduct, the school district asks that each student's parent or guardian:

1. Read the district acceptable use policy
2. Discuss it with their child
3. Sign the following statement and return it to proper school personnel
4. Contact the District Technology Coordinator if there are any questions

As the parent or guardian of the below named student, I have read the District's Acceptable Use Policy and have discussed the policy with my child. I understand that this access is a privilege designated for educational purposes. However, I also recognize that it is impossible to restrict access to all controversial materials and it is also impossible to constantly monitor every site that students may access. Therefore, I will not hold the Pass Christian School District nor any of its employees responsible for any materials or information acquired or sent via the Internet or school network.

_____
Name of Student

_____
Name of Parent or Guardian

_____
Signature of Parent or Guardian

I understand and will abide by the district guidelines and conditions for use of computer equipment. Should I commit any violation, my access privileges may be permanently taken away. In addition, school disciplinary action and/or legal action may be taken against me.

_____
Signature of Student

_____
Date

This document will be kept on file by the school district for the duration of computer network use by the above named student. Parents should contact the school if they wish to change their child's network access status.

Staff Member Consent form

As a staff member of Pass Christian Public School District, I agree to adhere to all district guidelines for use of computer equipment. I also agree to monitor student network use in my classroom and report any actions violating district guidelines. I will read and discuss the acceptable use policy with my students. I understand that any student who does not have a signed consent form on file with the district may not access the Internet in my classroom.

_____
Staff Member Name

_____
Staff Member Signature

_____
Date