

# Sunflower County Consolidated School District

Mrs. Miskia Davis, Superintendent

*“United For Excellence”*



## ACCEPTABLE USE POLICY (AUP) MEDIA CONSENT FORM

2017-2018

### SUNFLOWER COUNTY CONSOLIDATED SCHOOLS ACCEPTABLE USE POLICY FOR INTERNET / E-MAIL / CHAT ROOMS

**Sunflower County Consolidated School District** is committed to making advanced technology and increased access to learning opportunities available to students, faculty, and other district employees. The district's goal in providing this access is to promote educational excellence in schools by facilitating resource sharing, innovations, and communications. To be in compliance with the **Children's Internet Protection Act (CIPA)** as mandated by Congress, Sunflower County Schools has implemented the following guidelines and procedures for using the Internet. This protection includes a technology protection measure that is specific technology that blocks or filters Internet Access. This technology is provided through AT&T as well as the district's proxy web site filtering software and hardware located at each school as well as the central office. Sunflower County Consolidated School District will provide education to minors about appropriate online behavior, including interaction with other individuals on social networking sites and in chat rooms. The district will also provide cyberbullying awareness and response. This Acceptable Use Policy and Media Consent Form is a legally binding document.

#### Procedures for Technology Use:

1. All users are responsible for good behavior on school computer networks and individual computers just as they would be if in a classroom. General school rules for behavior and communication apply. Network administrators, teachers, and other appropriate district personnel may review student/user files and communication to prevent misuse and to ensure students/users are using the system responsibly and in compliance with laws and district policies.
2. Any use of personal laptops by faculty, staff or students that is to be used within Sunflower County Consolidated School District must be checked by the technology department in order to be on school premises.
3. Students must have permission from and be under the supervision of school district professional staff before utilizing district-provided Internet access. Permission is not transferable from one student to another and may not be shared. Students may not utilize the internet unless a signed parental/guardian consent is on file at the school. To remain eligible as users, students' use of the internet must be consistent with the educational objectives of the district. Access is a privilege, not a right, and inappropriate use will result in, among other disciplinary measures, the cancellation of these privileges. Students will display school-appropriate conduct when using the computer equipment or network.
4. The Sunflower County School Board will decide inappropriate use. Violating this policy may result in:
  - a. Restricting network access;
  - b. Loss of network access; and/or
  - c. Disciplinary or legal action including, but not limited to, suspension or expulsion and/or criminal prosecution under appropriate local, state and federal laws; and
  - d. Assessment of the cost of damages to hardware/software.
5. The following uses of school-provided Internet access **are not permitted** by any user of computers installed for use in Sunflower County Schools, including parents and community members:
  - a) Use of any type of wireless data cards;
  - b) Accessing, uploading, downloading, or distributing any material that is pornographic, obscene or sexually explicit;
  - c) Transmitting obscene, abusive, sexually explicit, or threatening language;
  - d) Violating any local, state, or federal laws;
  - e) Accessing another individual's materials, information or files without permission;
  - f) Giving out personal information on-line (including names, addresses, phone numbers about himself/herself, minors or others);
  - g) Invading the privacy of individuals;
  - h) Using someone else's password;
  - i) Violating copyright or otherwise using the intellectual property of another individual without permission;
  - j) Vandalizing, defined as any unauthorized access and/or malicious attempt to damage computer hardware/software or networks or destroying the data of another use, including creating, uploading or intentionally introducing viruses;
  - k) Intentionally wasting limited resources;
  - l) Using the Internet for commercial purposes;
  - m) Harassing, insulting, or attacking others;
  - n) Gaining unauthorized access to resources;
  - o) Altering the set-up of computers as set by the school district;
  - p) Using or installing software which has not been assigned or approved by **both** the building principal and the district technology coordinator;
  - q) Failing to follow district policy while using computer or failing to follow any other policies or guidelines established by district administration, teachers, or other appropriate district staff.

- r) Using district resources to solicit, create, forward or reply to any email that could be classified as a chain letter.
  - s) The district does not archive email at the server level. The users delete messages in their mailbox at their discretion.
  - t) Downloading and/or listening to radio streaming, video streaming, using any online telephone resource, or sharing music and/or video is prohibited due to bandwidth restrictions.
6. Any student, district employee, staff member, or user identified as a security risk may be denied access.
7. The district makes no warranties of any kind, whether expressed or implied, for the access it is provided. The district will not be responsible for any damages suffered. These damages include loss of data resulting from delays or service interruptions. Use of any information obtained via the Internet is at the user's risk. The district denies any responsibility for the accuracy or quality of information obtained through its system.

Any statement of personal belief found on the Internet or other telecommunications systems is implicitly understood to be representative of that author's individual point of view, and not that of the Sunflower County Consolidated School District, its administrators, teachers, or staff.

**For All Users:**

I, \_\_\_\_\_, have read on \_\_\_\_\_ (date) the Acceptable Use Policy for Internet/E-Mail/Chat Rooms and agree to follow district policy.

**For Students and Parents/Guardians:**

Please read the Acceptable Use Policy for Internet, Electronic Mail, and Chat Rooms that is attached. Signing below indicates the parent's/guardian's permission for the student to access the Internet and the student's agreement to follow district policy regarding the Internet. If a signed parental permission is not on file, the student will not be allowed to use on-line services.

Student's Signature: \_

Parent's/Guardian's Signature: \_

Date:

**For District Employees and All Other Users, including Community Members:**

Please read the Acceptable Use Policy for Internet, Electronic Mail, and Chat Rooms that are attached. Signing below indicates the USER'S agreement to follow district policy regarding the Internet. If a signed User's form is not on file, the employee or user will not be allowed to use on-line services.

Employee's Signature: \_

Employee's Position: \_

User's Signature and Position: \_

Date:

**Publication of Picture/Schoolwork Agreement:**

We ask your permission to use your child's picture and/or schoolwork, or an edited selection of schoolwork, in the following ways without liability to the Sunflower County Consolidated School District:

1. On the District's Web site.  
The Web Site will use student's first name and/or first name and last initial only. Personal information such as home address, phone number, social security number, or names of family members will not be used. Any information that indicates the physical location of a student at a given time other than attendance at a particular school or participation in school activities will not be used. Schoolwork may include, but is not limited to, art, written papers, class projects, and computer projects.
2. In material printed by the District or printed by publishers outside the District. Printed material may include a child's full name. Printed material may include, but is not limited to, brochures, newspaper articles, and print advertisements.
3. In videos produced and broadcast by the District or produced and broadcast by news organizations and others who receive approval from the District.

\_\_\_\_\_ Yes, my child's schoolwork or picture can be used on the District's Web.

\_\_\_\_\_ Yes, my child's schoolwork or picture can be used in printed publications.

\_\_\_\_\_ Yes, my child's schoolwork or picture can be used in videos.

\_\_\_\_\_ No, my child's schoolwork or picture can NOT be used on the District's Web site, in printed publications, or in videos.

Signature of Parent/Guardian \_\_\_\_\_

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