

## **MACON COUNTY BOARD OF EDUCATION**

### **Internet Acceptable Use Policy and Agreement**

**Reference: Board Policy 4.406**

#### **POLICY STATEMENT**

The Macon County School District offers access to the internet for all students and teachers in all locations of their schools. The use of the Macon County School District's computer equipment and online communication services are privileges and not a right. Users must follow all requirements and expectations of this Acceptable Use Policy. All district guidelines and procedures for acceptable use of technology are intended to ensure that the district's equipment, applications, programs, and system network are accessible, protected, safe, and compliant for all users.

To gain access to the Internet, all students must obtain parental permission and must sign and return the student authorization form to the school in which the student attends. Ultimately, parents and guardians are responsible for setting and conveying the standards that their children should follow on the use of the Internet just as they do on the use of all media information sources such as television, telephones, movies, and radio. Macon County School District does not condone the use of inappropriate materials and does not permit usage of such materials in school environments. When access to the Internet is granted, it is extremely important that rules be followed. Again, access is a privilege, not a right, and as such this educational opportunity entails responsibility. Students are responsible for NOT pursuing materials that could be considered offensive. Misbehavior and misuse of the Macon County School District's internet access and/or equipment could result in temporary or permanent loss of privileges. Violations may result in disciplinary action up to and including suspension/expulsion for students and termination of employment of employees. When applicable, law enforcement agencies may be involved. It is important that employees, students, and parent/guardians read and understand the following guidelines from the Macon County School System.

The Macon County Board of Education recognizes that computers are used to support and enhance instruction. We believe the Internet offers vast, diverse, and unique resources to both students and teachers. Our goal in providing Internet service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication. Electronic information research skills are now fundamental to preparation of citizens and future employees during an Age of Information. The Board expects that the staff will blend thoughtful use of such information throughout the curriculum and that the staff will provide guidance and instruction to students in the appropriate use of such resources. Macon County Schools' users will participate in projects using the Internet in a directed manner to support curriculum and research activities. They may participate in distance learning, communicate with other users, and locate materials to meet educational needs. Users will also be able to access a variety of information including news resources, electronic discussion groups, information databases, the holdings of libraries worldwide, and electronic mail.

With access to computers and the internet comes the availability of material that may not be considered to be of educational value in the context of the school setting. The Macon County School System, although precautions have been taken to restrict access to inappropriate materials, recognizes that on a global network it is impossible to control all materials and an industrious user may discover controversial information. The district firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of the district.

## **STUDENT RESPONSIBILITY**

Students using Internet access provided by the Macon County School System must first have the permission of and must be supervised by Macon County School District professional staff.

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

The network is provided for students to conduct research, complete online assignments, and communicate with others. Access to network services is provided to students who agree to act in a considerate and responsible manner. Student signature and parent/guardian permission are required. Access is a privilege, not a right, and entails responsibility.

Individual users of Macon County School District's computer networks are responsible for their behavior and communications over those networks. It is presumed that users will comply with district standards and will honor the agreement they and their parent/guardians have signed.

Network storage areas will be treated like school lockers. Macon County School System reserves the right to review, monitor, and restrict information stored on or transmitted via Macon County School System's equipment and to investigate suspected inappropriate use of resources. This includes reviewing files, bookmarks, and communications including email to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on School System's servers will always be private.

During school, teachers will guide students toward appropriate materials. Outside of school, parents/guardians bear responsibility for monitoring proper use of the device and Internet usage.

### **The following are NOT permitted:**

- Sending or displaying offensive, obscene, threatening messages or pictures
- Using obscene language
- Harassing, insulting, defaming, or attacking others
- Damaging computers, computer systems, or computer networks
- Hacking or attempting unauthorized access to any computer
- Violating copyright laws and illegal installation or transmission of copyrighted materials are prohibited
- Trespassing in another's folders, work, or files
- Intentional misuse of resources
- Using another's password or other identifier (impersonation)
- Use of the network for private, commercial, or illegal purposes
- Buying or selling on the internet
- Any action which violates existing Board Policy or Public Law

**Network Etiquette** Students are expected to abide by the generally accepted rules of network etiquette. These include but are not limited to the following:

- Be polite. Use appropriate language. Do not become abusive in your messages to others. Never use a computer to harm other people. Show consideration and respect for others at all times.
- Illegal activities are strictly forbidden.
- Do not reveal your personal address or phone numbers of students or colleagues.
- Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all email. Messages relating to or in support of illegal activities may be reported to the authorities.
- All communications and information accessible via the network should be assumed to be private property.
- Report security violations to the principal/appropriate teacher immediately
- Do not use a computer to steal. Do not copy software for which you have not paid, use computer resources without authorization, or plagiarize the intellectual property of others.
- Be mindful of the rights of other network users. Do not violate the privacy of other users.
- Do not use the network in any way that would disrupt its operation or that would interfere with another user's computer work.
- Keep your password private.
- Be careful when using sarcasm and humor. Without face-to-face communication, a joke may be viewed as criticism.
- Always think about the social consequences of what you do on the network

Macon County School System makes no warranties of any kind, whether expressed or implied, for the service it is providing. Macon County School System will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, misdeliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Macon County School System specifically denies any responsibility for the accuracy or quality of information obtained through its services.

**Security** Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify a principal or teacher. **Do not demonstrate the problem to others.** Any user identified as a security risk or having a history of problems with other computer systems may be denied access to Internet.

**Vandalism** Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or any of the above listed agencies or other networks that are connected to any of the Internet backbones. This includes, but not limited to, the uploading or creation of computer viruses.

Having read the Internet Acceptable Use Policy and Agreement, my signature on the Internet Use Permission/Agreement Form is legally binding and signifies that I have carefully read and understand the term and conditions for Internet use in the Macon County Schools.

**Macon County School System Internet  
Use Permission/Agreement Form**

**Student Agreement**

I understand and will abide by the above Internet Use Agreement. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or legal action may be taken.

Misuse can come in many forms, but can be viewed as any messages sent/received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language and other issues described above.

User's Full Name (Please Print): \_\_\_\_\_

User's Signature: \_\_\_\_\_

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

**Parent or Guardian**

As the parent or guardian of this student, I have read the Internet Use Agreement. I understand that this access is designed for educational purposes. I also recognize it is impossible for Macon County Schools to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting.

I hereby grant permission for my child to use the Internet and certify that the information contained on this form is correct. I understand and accept the conditions stated and agree to hold harmless, and release from liability, the school and school system.

Parent/Guardian's Name (Please Print): \_\_\_\_\_

Parent/Guardian's Signature: \_\_\_\_\_

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