

Computer, Network and Internet Employee Acceptable Use Policy

The Dyer County School System is pleased to offer computer, network and Internet access to our students and employees. While our intent is to make access available to further educational goals and objectives, students and employees may find ways to access other materials as well. We believe that the benefits from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any possible disadvantages.

Any violation of the Network and Internet Rules may result in disciplinary action up to and including termination of employment. When applicable, law enforcement agencies may be involved.

Network and Internet Rules

- Never share your password.
- Never tamper with the technology equipment in your school unless authorized by the Technology Department.
- Obscene or offensive materials must not be accessed or transmitted.
- Software is not to be installed unless authorized by the Principal or Technology Department.
- Commercial or illegal use is prohibited.
- Attempting to tamper with other people's data or to gain unauthorized access to accounts or files on the network or Internet is strictly prohibited.
- Each individual is responsible for backing up their own data. Data includes but is not limited to e-mail messages and document files. The Technology Department is not responsible for lost data.
- Remote Access Software used to connect to devices on the Dyer County School System network is not allowed unless approved by the Technology Coordinator.
- All files, messages and network communications are subject to Dyer County School System review and archival based upon federal guidelines.
- All non-spam e-mail incoming and outgoing will be archived for a minimum of 90-Days. After the set time has elapsed, email communications may be discarded unless notification of pending litigation or other good cause exists for retaining email records.
- Bypassing the Internet Content Filter using proxies or any other means is strictly prohibited and will result in immediate disciplinary action and immediate loss of computer, network and Internet privileges.
- Any action that violates Board policy or public law is prohibited.
- Personal use is allowed provided no computer, network and internet policy, or board policy or public law is violated.

Additionally, I will set an educationally relevant objective for each technology activity and I will supervise all student activities using technology in my classroom or lab. I will also ensure that all students who use the computers, networks and Internet under my supervision will abide by the Student Acceptable Use Policy.

I understand that my computer, network and internet use at Dyer County Schools is a privilege and not a right and that my use of this privilege may be revoked at any time for any reason. I also agree to hold harmless, and release from liability, the school and school district.

As a condition of my use of the computers, networks, and Internet, I will abide by the above Employee Acceptable Use Policy and by any future policy changes that may develop. I understand disciplinary action will be taken if I am found abusing my computer, network or Internet privileges.

Employee Name _____ Date _____
(Please Print)

Employee Signature _____

School _____ Position _____

Computer, Network and Internet Student Acceptable Use Policy

The Dyer County School System is pleased to offer computer, network and Internet access to our students. While our intent is to make access available to further educational goals and objectives, students and employees may find ways to access other materials as well. We believe that the benefits from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any possible disadvantages. Ultimately, parents and guardians are responsible for setting and conveying 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.

Any violation of the Network and Internet Rules may result in disciplinary action up to and including suspension and / or expulsion. When applicable, law enforcement agencies may be involved.

Network and Internet Rules

- Never share your password.
- Never tamper with the technology equipment in your school.
- Obscene or offensive materials must not be accessed or transmitted.
- Accessing personal e-mail is strictly prohibited.
- Software is not to be installed unless authorized by the Technology Department.
- Commercial or illegal use is prohibited.
- Bringing Removable Media such as floppy disks, CD/DVDs, USB Flash, etc. from home is expressly prohibited unless authorized by the Technology Department.
- Attempting to tamper with other people's data or to gain unauthorized access to accounts or files on the network or Internet is strictly prohibited.
- Remote Access Software used to connect to devices on the Dyer County School System network is not allowed unless approved by the Technology Coordinator.
- All files, messages and network communications are subject to Dyer County School System review and archival.
- Personal information shall not be included in any network transmission.
- Bypassing the Internet Content Filter using proxies or any other means is strictly prohibited and will result in immediate disciplinary action and immediate loss of computer, network and Internet privileges.
- Any action that violates Board policy or public law is prohibited.

I understand that my computer, network and internet use at Dyer County Schools is a privilege and not a right and that my use of this privilege may be revoked at any time for any reason. I also agree to hold harmless, and release from liability, the school and school district.

As a condition of my use of the computers, networks, and Internet, I will abide by the above Student Acceptable Use Policy and by any future policy changes that may develop. I understand disciplinary action will be taken if I am found abusing my computer, network or Internet privileges.

**** This form is included in the Student handbook at each school. By signing the handbook, parents consent for their children to use these services and also agree that they have explained these rules to their child.**

**** Teachers will also go over this policy with the children at the beginning of the school year.**