

# **Internet Acceptable Use Policy**

## **Instruction**

### **Access To The Internet**

Red Hill Community School District #10 promotes the use and development of electronic networked information resources as a means to support learning and to enhance instruction. The Internet allows students and staff to interact with millions of computers on a world-wide basis as a reference tool.

It is the general policy that all computers are to be used in a responsible, efficient, ethical, and legal manner for educational and research activities that are consistent with the educational objectives of Red Hill Community Unit School District #10. Failure to adhere to this policy and its procedures may result in the revocation of the users' access privilege.

The school District is not responsible for any information that may be lost, damaged or unavailable when using the network, or for any information that is retrieved via the Internet. Furthermore, the District will not be responsible for any unauthorized charges or fees resulting from access to the Internet.

Individual School Board members and administrative staff members shall be treated like teachers. "Internet" includes all information accessed by Internet sites, E-Mail, on-line services, and bulletin board systems.

## **Curriculum**

The use of the Internet shall be consistent with the curriculum adopted by the District as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students. The Internet shall comply with the selection criteria for instructional materials and library-media center materials. Teachers may, consistent with the District's implementation plan, use the Internet throughout the curriculum.

The Internet is part of the curriculum and is not a public forum for general use.

The individual who logs on to a computer is responsible for all activities in that account. Therefore, users should not share passwords and should change passwords frequently.

Because access to the Internet provides connections to other computer systems world-wide, students (and parents/guardians of the student, if the user is under 18 years old) should understand that neither the school nor the District controls the content of the information available on these other systems. Some of the information available may be controversial and/or offensive.

## **Acceptable Use**

All use of the District's connection to the Internet must be in support of education and/or research, and be in furtherance of the School Board's stated goal. Use is a privilege, not a right. General rules for behavior and communications apply when using the Internet. The District's Acceptable Use of the Internet contains the appropriate uses, ethics, and protocol for the Internet. Electronic communications and downloaded material may be monitored and read by school officials.

### **Authorization for Internet Access**

Each teacher must sign the District's Authorization for Internet Access as a condition for using the District's Internet connection. Each student and his or her parent(s)/guardian(s) must sign the Authorization before being granted access.

The failure of any student or teacher to follow the terms of the Authorization for Internet Access, or this policy, will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

Copies of this policy and its administrative procedures will be provided to all District staff, its students and their

parents/guardians.

## Internet Administrative Procedures

### Acceptable Use Of The Internet

Red Hill Community School District #10 promotes the use and development of computer networks as a classroom tool. Activities generated by this District are designed to serve the learning needs of its students. Any activity which does not is prohibited.

School District computer systems users must agree to the following rules and regulations.

## Terms and Conditions

Responsible users may:

Receive the privilege of having a free Internet account.

Keep an assigned Internet account as long as the user is a staff member, member of the Red Hill Community School District #10 Board of Education, or student in Red Hill Community School District #10.

### Acceptable Use

Access to the District's Internet must be for the purpose of education or research, and be consistent with the educational objectives of the District.

## Privileges

The use of the District's Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator will make all decisions regarding whether or not a user has violated District procedures and may deny, revoke, or suspend access at any time; his or her decision is final.

## Unacceptable Use

You are responsible for your actions and activities involving the network. Some examples of unacceptable uses are:

Use the Internet for any illegal purpose.

Use impolite, obscene, or abusive language on the computer systems.

Violate the rules of common sense and etiquette.

Change any computer files that do not belong to the user.

Violate copyright restrictions by uploading or downloading software illegally.

Give their passwords to other users

Post name, addresses, or phone numbers of students or colleagues.

Send or display offensive or abusive message or pictures.

Harass, insult, or attack other users.

Use others' passwords.

Damage computers, systems, or networks.

Trespass in others' folders, work, or files.

Employ the network for commercial purposes.

Access services illegally.

Download materials without instructor permission.

Violate copyright laws.

Purchase anything over the Internet.

Place any software on a Red Hill Community Unit School District #10 computer or network without permission of a teacher.

Participate in any contest on the Internet.

Stay in inappropriate sites once they have been identified as inappropriate (inappropriate being information which is racist, sexist, sexually explicit, or objectionable in some other way).

Subscribe to mailing lists.

Use Chat Lines without express permission.

Use E-Mail without express permission

Use the Internet while access privileges are suspended or revoked.

## **Network Etiquette**

You are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

Be polite. Do not become abusive in your messages to others.

Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.

Do not reveal the personal addresses or telephone numbers of students or colleagues.

Recognize that electronic mail (E-Mail) is not private. People who operate the system have access to all mail.

Messages relating to or in support of illegal activities may be reported to the authorities.

Do not use the network in any way that would disrupt its use by other users.

Consider all communications and information accessible via the network to be private property.

## **No Warranties**

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

## **Indemnification**

The user agrees to indemnify the School District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any breach of this procedure.

## **Security**

Network security is a high priority. If you can identify a security problem on the Internet, you must notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to network.

## **Vandalism**

Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

## **Telephone Charges**

The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Users who do not follow the District's rules and regulations in regard to its computer systems and access to networked information resources may be subject to any and all of the following sanctions:

Loss of access to the system.

Disciplinary action, which could include suspension or expulsion.

Notification of law enforcement agencies when applicable.

System operators will have access to all user accounts, including E-Mail. If the user is not sure how to do something on the computer, ask a teacher.