

## **REGULATIONS FOR STUDENT COMPUTER AND INTERNET USE**

These regulations implement Board policy “Student Computer and Internet Use.” The regulations are intended to provide general guidelines and examples of acceptable and prohibited uses but do not attempt to state all such uses. Supplemental procedures, regulations and acceptable use statements may be created for each building, site or department as deemed appropriate and necessary. Failure to comply with Board policy “Student Computer and Internet Use,” these regulations and any supplemental policies or procedures may result in loss of computer and Internet access privileges, disciplinary and/or legal action.

**A. Computer Use is a Privilege, Not a Right**

Student use of the school department's computers, networks and Internet services is a privilege, not a right. Unacceptable use/activity may result in suspension or cancellation of privileges as well as additional disciplinary and/or legal action.

The superintendent or designee shall have final authority to decide whether a student's privileges will be denied or revoked.

**B. Acceptable Use**

Student access to the school department's computers, networks and Internet services is provided for educational purposes and research consistent with the school department's educational mission, curricula and instructional goals.

The same rules and expectations govern student use of computers as apply to other student conduct and communications.

Students are further expected to comply with these regulations and all specific instructions from the teacher or other supervising staff member/volunteer when accessing the school department's computers, networks and Internet services.

**C. Prohibited Use**

The student is responsible for his/her actions and activities involving school department computers, networks and Internet services and for his/her computer files, passwords and accounts. **Some examples of use determined to be both intentional and prohibited may be, but are not meant to be, limited to:**

1. **Accessing Inappropriate Materials** - Intentionally accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal and that are inconsistent with the educational goals and academic mission of the school department.
2. **Illegal Activities** - Using the school department's computers, networks and Internet services for any illegal activity or activity that violates other Board policies, school department regulations, procedures and/or school rules.
3. **Violating Copyrights** - Violation of the federal copyright law and fair use guide and/or failure to comply with school board policy on copyright.
4. **Plagiarism** - Representing as one's own work any materials obtained on the Internet (such as term papers, articles, etc.). When information derived from the Internet is used in student work, accepted citation format is required.
5. **Copying Software** – Copying, downloading, or installing/removing software or applications without the express authorization of the system administrator or designee.
6. **Non-School-Related Uses** - Using the school department's computers, networks and Internet services for non-school-related purposes such as private financial gain, commercial, advertising or solicitation purposes, or for any other non-educational personal use.
7. **Misuse of Passwords/Unauthorized Access** - Sharing passwords, using other users' passwords without permission and/or accessing other users' accounts, systems or data.
8. **Malicious Use and Vandalism** - Any malicious use, intentional disruption or harm to the school department's computers, networks and Internet services, including but not limited to hacking activities and creation/uploading/downloading of computer viruses.

9. **Unauthorized Access to Chat Rooms/News Groups** - Accessing chat rooms or news groups without specific authorization from the supervising teacher.
10. **Communications** - Using school computers to communicate with any person(s) in an inappropriate manner. Students may use e-mail only for school-related assignments after obtaining approval from the supervising teacher.
11. **Revoked Privileges** - Using school computers, networks and Internet services after such access has been denied or revoked.
12. **Concealing Information** - Any attempt to delete, erase, or otherwise conceal any information stored on a school computer that violates these regulations.

D. **No Expectation of Privacy**

The school department retains control, custody and supervision of all computers, networks and Internet services owned or leased by the school department. The school department reserves the right to monitor all computer and Internet activity by students. Students have no expectations of privacy in their use of school computers, including e-mail and stored files.

E. **Compensation for Losses, Costs and/or Damages**

The student and/or the student's parent/guardian may be held responsible for compensating the school department for any losses, costs or damages incurred by the school department related to student violations of policy and/or these regulations, including investigation of violations.

F. **School Department Assumes No Responsibility for Unauthorized Charges, Costs or Illegal Use**

The school department assumes no responsibility for any unauthorized charges made by students including but not limited to credit card charges, subscriptions, long distance telephone charges, equipment and line costs, or for any illegal use of its computers such as copyright violations and/or violations of software licensing.

G. **Student Security**

When using school computers and/or networks, a student shall not reveal his/her full name, address or telephone number on the Internet without specific written approval from the parent or legal guardian. Students will

never use school technology to communicate with others for non-school business; for school business only under strict supervision. Students should inform their supervising teacher if they access information or

messages that are dangerous, inappropriate or make them uncomfortable in any way.

**H. System Security**

The security of the school department's computers, networks and Internet services is a high priority. Any student user who identifies a security problem must notify the supervising teacher, a guidance counselor, or administrator. The student shall not demonstrate the problem to others. Any student who attempts or causes a breach of system security shall have his/her privileges revoked and may be subject to additional disciplinary and/or legal action.

**I. Parental Permission Required**

Students and their parent/guardian are required to sign and return the Computer/Internet Access Acknowledgment Form before being allowed to use school computers.

*Cross-Reference: File: IJNDB "Student Computer and Internet Use"*

*File: GCSA "Employee Computer and Internet Use"*

*File: GCSA-R "Regulations for Employee Computer and Internet Use"*

*File: EGAD "Copyright Compliance"*

*Adopted: 4/12/00*