

CAMERON PARISH SCHOOL BOARD

TECHNOLOGY/INTERNET ACCEPTABLE USE POLICY

INTRODUCTION

Technology/Internet access is available to all students and employees in the Cameron Parish School System. We believe that the Technology/Internet offers vast, diverse, and unique educational resources to all participants.

Our goal in providing this service to students is to enhance innovative education for all students through access to unique resources and collaborations. Furthermore, stakeholders will improve learning and teaching through research, teacher training, communication, collaboration, and dissemination of successful educational practices, methods, and materials.

Terms and Conditions are provided so that Technology/Internet users are aware of the responsibilities they are about to assume. Responsibilities include efficient, ethical, and legal utilization of the network resources.

TERMS AND CONDITIONS

Personal Safety and Privacy

Users will not post personal contact information (e.g. address, phone number) about themselves or any other person on the Internet.

Users will not agree to meet someone they have met online without appropriate approval. Inappropriate contacts should be reported to school authorities immediately.

A PARENTAL RELEASE FORM MUST BE SIGNED AND ON FILE FOR ANY STUDENT TO HAVE ACCESS TO THE INTERNET.

User photographs and work can be published if a signed Parental District Release Form is on file.

Illegal Activities

Users will not attempt to gain unauthorized access to any computer system or another person's account or files.

Users will not intentionally attempt to disrupt or intentionally disrupt the computer system or destroy data by spreading computer viruses or any other means.

Users will not engage in any illegal acts, such as drug sales, engaging in criminal gang activity, threatening the safety of a person or persons, etc.

Users will not intentionally destroy the computer or its components, or any networking system associated with the computer.

Users are forbidden to send or post anonymous messages.

Users are forbidden to pursue or otherwise access information on weapons or weapon purchasing, manufacturing of bombs or other incendiary devices for illegal activities.

Security

Users are responsible for their individual account and should take all reasonable precautions to prevent others from being able to use their account. Under no condition should users give their password to another person. (System accounts will be limited to employees.)

Users will immediately notify school authorities if they identified a possible security problem. Looking for security problems may be considered as an illegal attempt to gain access.

Users will avoid the spread of computer viruses by following the district guidelines for file transfers and downloading of software.

Students are not allowed to download files without teacher supervision.

Users will only use disks that have been scanned and found to be free of viruses.

Inappropriate Use

Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language. This includes personal attacks or harassment of another person.

Users will be forbidden to peruse or otherwise access obscene or pornographic materials, or use profanity in messages.

Users will be forbidden to peruse or otherwise access information on weapons, or weapon purchasing, manufacturing of bombs or other incendiary devices for illegal activities.

Users are forbidden to access the Technology/Internet for financial or personal gain.

Users are forbidden to access the Technology/Internet for personal acquisitions (shopping, trading stocks, ordering, etc.).

Resource Limits

Users will use the system only for educational and career development activities.

Users will only install instructional software that has been approved by the school principal.

Users will not download large files unless absolutely necessary.

Users will not post chain letters or send annoying or unnecessary messages to others.

Users will download/remove their email frequently.

Users will subscribe only to high-quality discussion group mail lists that are relevant to educational or career development activities and will not subscribe others without their consent.

Access and Use of Materials

Users will not take the ideas or writing of others and present them as if they were their own.

Users will respect copyrighted materials.

Users will immediately report to school authorities any site they access with inappropriate information.

Teachers will document the Technology/Internet usage and purpose in their weekly lesson plans.

Consequences of Misuse

The use of the Technology/Internet is a privilege, not a right, and inappropriate use will result in a cancellation of privileges by administration, faculty, and staff.

Users should expect no privacy of the contents of personal files and email on the district system. Messages relating to or in support of illegal activities must be reported to the authorities.

The Cameron Parish School Board allows for suspension/expulsion of any student for inappropriate or illegal use of the Internet/Technology. (See Technology/Internet Misuse; CPSB Policy; JCDA; Student Code of Conduct.)

Any student making changes or modifications, without approval, to any Cameron Parish School Board computer/technology equipment will be suspended and may be recommended for expulsion. Restitution to restore or replace computer/technology equipment to original condition will be the responsibility of the student. (See Technology/Internet Misuse; CPSB Policy; JCDA; Student Code of Conduct.)

The Cameron Parish School Board allows for suspension/termination of an employee for inappropriate or illegal use of the Technology/Internet/Technology (as defined by the Employee Technology Contract).

OFFENSE	DISPOSITION				
	1 st Time	2 nd Time	3 rd Time	4 th Time	5 th Time
Technology/Internet Misuse					
Inappropriate or illegal use of Technology / Internet	Notify parents	Notify parents	Notify parents	Notify parents	
	Counseling	Counseling	Counseling	Suspension	
	3 days suspension	5 days suspension	5-9 days suspension	Recommend expulsion	
Any unauthorized change or modification to computer / technology equipment	Notify parents	Notify parents	Notify parents	Notify parents	
	Counseling	Counseling	Counseling	Counseling	
	3 days	5-9 days	5-9 days	Suspension	

	suspension Restitution to restore or replace equipment to original condition	suspension Restitution to restore or replace equipment to original condition	suspension Restitution to restore or replace equipment to original condition	Recommend expulsion Restitution to restore or replace equipment to original condition	
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THIS PAGE MUST BE POSTED IN EVERY LAB AND EVERY CLASSROOM THAT HAS A COMPUTER.

STUDENT TECHNOLOGY/INTERNET CONTRACT

Please return this page only to your assigned teacher.

Last Name: _____ First Name: _____

Teacher's Name: _____ Grade: _____

STUDENT CONTRACT AGREEMENT AND APPLICATION FOR CAMERON PARISH SCHOOL TECHNOLOGY/INTERNET ACCESS

DIRECTIONS: After carefully reading the Cameron Parish School Board Technology/Internet Acceptable Use Policy, fill out the appropriate portions of the following contract. Please legibly print except where the signature is required. The signature of a parent or guardian on the Parent Contract is also required.

I have read the Cameron Parish School Board Technology/Internet Acceptable Use Policy. I understand and will abide by the stated Terms and Conditions. I further understand that violation of the terms and conditions is unethical and illegal. Should I commit any violation, my access privileges may be revoked and/or school disciplinary action or other appropriate action may be taken.

User Signature: _____

Date: _____

PARENT TECHNOLOGY/INTERNET CONTRACT

As the parent of this student, I have read the TERMS AND CONDITIONS of the Technology/Internet Acceptable Use Policy. I understand that this access is designed for educational purposes and that the Cameron Parish School Board has taken appropriate precautions to monitor student access.

However, I also recognize that even though the Cameron Parish School Board makes every effort to restrict controversial materials it is impossible for the Cameron Parish School Board to restrict access to all controversial materials. I understand that my child will be held responsible for any disregard of the Technology/Internet Acceptable Use Policy.

Check All That Apply		
<input type="checkbox"/>	YES,	I hereby give permission for my child to use computers in his/her school.
<input type="checkbox"/>	YES,	I hereby give permission for my child to have school use of the Internet.
<input type="checkbox"/>	YES,	I hereby give permission for my child's picture/work/name to be placed on the school web site.
<input type="checkbox"/>	NO,	I do not give permission for my child to use computers in his/her school.
<input type="checkbox"/>	NO,	I do not give permission for my child to have any school use of the Internet.
<input type="checkbox"/>	NO,	I do not give permission for my child's picture/work/name to be placed on the school web site.

Domiciliary Parent or Guardian (Please print except where signature is required.)

Printed Name: _____

Signature: _____

Date: _____ Daytime Phone: _____

Evening Phone: _____

CAMERON PARISH SCHOOL BOARD

EMPLOYEE TECHNOLOGY/INTERNET ACCEPTABLE USE POLICY

I have read the Cameron Parish School Board Technology/Internet Acceptable Use Policy Terms and Conditions. I hereby agree to abide by those standards, restrictions, and obligations. As an employee, I agree to instruct the students on acceptable use of the Internet and proper Internet etiquette. I agree to use reasonable care to supervise and protect the students.

Employee Name (please print): _____

Employee Signature: _____

Date: _____