

Beechwood Independent School District

Student Acceptable Use Policy

For Computer Technology and Related Devices

We are pleased to offer Beechwood students access to the district computer network, the Internet, and student e-mail. To gain access to the Internet and their email account, all students must obtain parental permission and must sign and return the attached forms to the appropriate school office.

Access to the Internet will enable students to explore thousands of libraries, databases, and bulletin boards throughout the world. However, families should also be warned that some material accessible via the Internet may contain items that are inaccurate, inappropriate, or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to view other materials as well. We believe that the benefits to students from access to the Internet in the form of information resources and opportunities for collaboration exceed any disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, Beechwood Independent School District supports and respects each family's right to decide whether or not to apply for access.

Students will be held accountable for violations of the Student Acceptable Use Policy Agreement and understand that disciplinary action may be taken if it is violated.

Rules and Regulations

Local Technology Resources

Students are responsible for good behavior on school computer networks just as they are in the classroom. Access to network services is given to students who agree to act in a responsible manner. Parent permission is required, and access is a privilege - not a right.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on the district servers would always be private.

As outlined in Board Policy and Procedures on student rights and responsibilities (copies of which are available in each school office and on the district web page) the following are not permitted:

- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Damaging computer systems or computer networks
- Violating copyright laws
- Using another's password

- Trespassing in another's folder, work, or files
- Intentionally wasting limited resources
- Using the network for commercial purposes
- Creating or sharing computer viruses
- Playing MUD (multi-user games) via the network
- Downloading and/or installing any copyrighted material (including software) onto the network without permission of the school network administrator

Internet Regulations

- Internet access through the school network is to be used for instruction, research, and school related activities.
- Educators will select and guide students on the use of instructional materials on the Internet.
- Students should not reveal their name or personal information to or establish relationships with "strangers" on the Internet unless a parent or teacher has coordinated the communication.
- The school should never reveal a student's personal identity or post a picture of the student or the student's work on the Internet with personally identifiable information unless the parent has given written consent.
- Purposefully annoying other Internet users is prohibited. This includes such things as continuous talk or chat rooms.

As a user of this educational system, users should notify a teacher or the network administrator of any violations of this contract by other users or outside parties. Notification may be done anonymously.

Electronic Mail Regulations

Students and employees of Beechwood Independent School District are prohibited from using district resources to establish Internet e-mail accounts through third party providers. Only Kentucky Education Technology Systems (KETS) e-mail may be used.

Regulations:

- Be polite. Do not write or send abusive messages to others.
- You may not use electronic mail for communications that are not directly related to instruction or sanctioned school activities. For instance, do not use electronic mail for private business or personal communications not related to school.
- You may not swear, use vulgarities, or any other inappropriate language.
- You may not send or attach documents containing pornographic, obscene, or sexually explicit material.
- You may not access, copy, or transmit another user's messages without permission.
- Do not reveal your personal address or phone number or those of other students.
- You may not send electronic messages using another person's name or account.
- You may not send electronic messages anonymously.
- Do not create, send, or participate in chain e-mail.

The electronic mail is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.

Consent for Use

By signing this form, you hereby accept and agree that your child's rights to use the electronic resource provided by the District and/or the Kentucky Department of Education (KDE) are subject to the terms and conditions set forth in District policy/procedure. Please also be advised that data stored in relation to such services is managed by the District pursuant to policy 08.2323 and accompanying procedures. You also understand that the e-mail address provided to your child can also be used to access other electronic services or technologies that may or may not be sponsored by the District, which provide features such as online storage, online communications and collaborations, and instant messaging. Use of those services are subject to either standard consumer terms of use or a standard consent model. Data stored in those systems, where applicable, may be managed pursuant to the agreement between KDE and designated service providers or between the end user and the service provider. Before your child can use online services, he/she must accept the service agreement and, in certain cases, obtain your consent.

Communication Devices

- Devices must be turned off upon entering the school building and remain turned off until the dismissal bell unless an emergency situation exists.
- All devices must be stored in a secure place (purses, pockets, etc.)
- Use of communication devices is banned at all times on school busses and any assigned detention.
- Any violation of these usage policies will result in confiscation. If the device has been confiscated, a parent/guardian will have to come to school to pick the device up from the office. Chronic non-compliance shall result in PERMANENT loss of privileges.

The school district accepts no responsibility for use, breakage, theft, or loss of these personal items.

Student User Contract

Directions: After reading the Student Acceptable Use Policy, please read and fill out the appropriate portions of the following contract completely and legibly. The signature of a parent or guardian is required for direct access for all students. **Please return the contract to your homeroom teacher.**

I have read the Beechwood Independent School District Student Acceptable Use Policy. I understand and will abide by the stated Terms and Conditions. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, I understand that my access privileges may be revoked, school disciplinary action may be taken, and /or appropriate legal action may be initiated.

Student Name (please print): _____

Student Signature: _____

Parent or Guardian

As the parent or guardian of the forenamed student, I have read the Student Acceptable Use Policy for Beechwood Independent School District. I understand that Internet access is designed for educational purposes and Beechwood Independent School District has taken precautions to eliminate access to controversial material. However, I also recognize that it is impossible for Beechwood Independent School District to restrict access to all controversial materials, and I will not hold them responsible for materials my child may acquire on the network. Further, I accept full responsibility for supervision of Internet and e-mail access if and when my child's use is not in a school setting. I hereby give permission for the student named above to have Internet and e-mail access and certify that the information contained on this form is correct.

Parent or Guardian (please print): _____

Parent Signature: _____

Daytime phone number: _____

Evening phone number: _____

I give permission for this student's picture and name to appear on the district/school web sites.

____ Yes ____ No Signature: _____
Date ____/____/____

I give permission for this student to have a school email account.

____ Yes ____ No Signature: _____
Date ____/____/____

I give permission for this student's work to appear on the district/school web sites. If a name is used, only the first name will appear.

____ Yes ____ No Signature: _____
Date ____/____/____