

BARNSTEAD SCHOOL DISTRICT
Barnstead Elementary School Network Acceptable Use Policy

Barnstead Elementary School is pleased to offer students access to a local computer network and the Internet. To gain access to the Internet, all students must obtain parental permission as verified by the signatures on the attached form. Should a parent prefer that a student not have an Internet account, use of the computers is still possible for more traditional purposes, such as word processing.

Educational Purpose

Access to the Internet will enable students to explore thousands of libraries, databases, museums, and other repositories of information, and to exchange personal communication with other students around the world. Families should be aware that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate, or potentially offensive. While the purpose of the school is to use Internet resources for constructive educational goals, students may find ways to access other materials. We believe that the benefits to students from access to the Internet in the form of information resources and opportunities for collaboration exceed the 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. Therefore, we support and respect each family's right to decide whether or not to apply for access.

- ◆ The BES Network has been established for a limited educational purpose. The term "educational purpose" includes classroom activities, career development, and limited high-quality self-discovery activities.
- ◆ The BES Network has not been established as a public access service or public forum. The Barnstead School District has the right to place reasonable restrictions on the material users' access or post through the system. Users are also expected to follow the rules set forth in the Barnstead Elementary School Handbook and laws pertaining to Internet use.
- ◆ The BES Network may not be used for commercial purposes. This means users may not offer, provide, or purchase products or services through the BES Network.

Expectations for Internet Access

All students will have access to the Internet and World Wide Web information resources through their classroom, library, or school computer lab.

Students are responsible for appropriate behavior on the school's computer network just as they are in a classroom or on a school playground.

Since communications on the network are often public in nature, general school rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules set forth below. The use of the network is a privilege,

not a right, and may be revoked if abused. The user is personally responsible for his/her actions in accessing and utilizing the school's computer resources. The students are advised never to access, keep, or send anything that they would not want their parents or teachers to see.

Students, parents, faculty and staff must sign an Account Agreement to be granted an Internet account. This agreement must be renewed on an annual basis and can be terminated at any time by either the parent, student/user, or the administration.

Internet Access Rules

A. Privacy

Network administrators may review communications to maintain system integrity and to ensure that the system is being used responsibly.

B. Storage Capacity

Users are expected to remain within allocated disk space and not download material or e-mail that will take up excessive storage space.

C. Illegal Copying

Users should never download or install any commercial software, shareware, or freeware onto network drives or disks, unless they have written permission from the Network Administrator. Nor should a user copy other people's work or intrude into other people's files.

D. Inappropriate Materials or Language

No profane, abusive or impolite language should be used to communicate nor should materials be accessed which are not in line with the rules of school behavior. A good rule to follow is that students should never view, send, or access materials that they would not want their teachers and parents to see. Should students encounter such material by accident, they should report it to their teacher immediately.

Network users are responsible for their own individual account and should take all reasonable precautions to prevent others from being able to use or access it. Under no conditions should passwords be shared.

Personal Safety

- ◆ Users will not post personal contact information about themselves or other people. Personal contact information includes the user's address, telephone, school address, work address, etc.
- ◆ Students will not agree to meet with someone they have met online without parental approval.
- ◆ Students will promptly disclose to their teacher or another school employee, any message the student may receive that is inappropriate or that makes the student feel uncomfortable.

Student guidelines to follow to prevent the loss of network privileges at Barnstead Elementary School:

1. Do not use a computer to harm other people or their work;
2. Do not damage the computer or the network in any way;
3. Do not interfere with the operations of the network by installing illegal software, shareware or freeware;
4. Do not violate copyright laws;
5. Do not view, send or display offensive messages or pictures;
6. Do not share your password with another person;
7. Do not waste limited resources such as disk space or printing capacity;
8. Do not trespass in another's folders, work, or files;
9. Do notify an adult immediately, if, by accident, you encounter materials that violate the rules of appropriate use;
10. BE PREPARED to be held accountable for your actions and for the loss of privileges if the Rules of Appropriate Use are violated.

**Willful misuse of the Internet will result in disciplinary action according to the Barnstead Elementary School Discipline Policy, JK.

Limitation of Liability

The Barnstead School District names no guarantee that the functions or the services provided by or through the BES Network will be error-free or without defect. The District will not be responsible for any damage users may suffer, including, but not limited to, loss of data or interruptions of service. This District is not responsible for the accuracy or quality of the information obtained through or stored on the system. This District will not be responsible for financial obligations arising through unauthorized use of the system.

Routine maintenance and monitoring of the BES Network may lead to the discovery of a legal or policy violation. An individual search will be conducted if there is reasonable suspicion that a violation has occurred.

Faculty/Staff Authorization Form

As a user of the BES Network, I agree to comply with the rules stipulated in Barnstead School District Policy IJND, laws pertaining to Internet use, the school's code of discipline and computer lab rules, and to use the network in a constructive manner.

I realize that the Internet contains material that is inappropriate for school purposes. I will support the School District's position that students are responsible for not accessing such material. Such unacceptable use of the Internet will result in the suspension of all privileges. I will not hold the Barnstead School District accountable for unsuitable materials acquired by me through Internet usage at school.

Faculty/Staff Name (print): _____

Faculty/Staff Signature: _____

Date: _____

(1st Reading: 03/09/99)

(Adopted: 03/16/99)

IJNDA

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