

## STUDENT INTERNET USE RULES

IJNDB-R

These rules implement Board policy IJNDB - Student Computer and Internet Use. Each student is responsible for his/her actions and activities involving school unit computers, networks and Internet services, and for his/her computer files, passwords and accounts. These rules provide general guidelines concerning the use of the school unit's computers and examples of prohibited uses. The rules do not attempt to describe every possible prohibited activity by students. Students, parents and school staff who have questions about whether a particular activity is prohibited are encouraged to contact a building administrator or the Technology Coordinator.

### A. Consequences for Violation of Computer Use Policy Rules

Student use of the school unit's computers, networks and Internet services is a privilege, not a right. Compliance with the school unit's policies and rules concerning computer use is mandatory. Students who violate these policies and rules may have their computer privileges limited, suspended or revoked. Such violations may also result in disciplinary action, referral to law enforcement and/or legal action.

The building principal shall have final authority to decide whether a student's privileges will be limited, suspended or revoked based upon the circumstances of the particular case, the student's prior disciplinary record and any other pertinent factors.

### B. Acceptable Use

The school unit's computers, networks and Internet services are provided for educational purposes and research consistent with the school unit's educational mission, curriculum and instructional goals.

All Board policies, school rules and expectations concerning student conduct and communications apply when students are using computers.

Students are also expected to comply with all specific instructions from the teacher and other staff or volunteers when using the school unit's computers.

### C. Prohibited Uses

Examples of unacceptable uses that are expressly prohibited include but are not limited to the following:

1. **Accessing Inappropriate Materials** - Accessing, submitting, printing, posting, publishing, forwarding, downloading, scanning or displaying materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually

suggestive, threatening, discriminatory, harassing and/or illegal materials.

2. **Illegal Activities** - Using the school unit's computers, networks and Internet services for any illegal activity or activity that violates other Board policies, procedures and/or school rules. The school unit assumes no responsibility for illegal activities of students while using school computers.

3. **Violating Copyrights** - Copying or downloading copyrighted materials without the owner's permission. The school unit assumes no responsibility for copyright violations by students.

4. **Plagiarism** - Representing as one's own work any materials obtained on the Internet (such as term papers, articles, etc.). When Internet sources are used in student work, the author, publisher and Web site must be identified.

5. **Copying Software** - Copying or downloading software without the express authorization of the Technology Coordinator. Unauthorized copying of software is illegal and may subject the copier to substantial civil and criminal penalties. The school unit assumes no responsibility for illegal software copying by students.

6. **Non-School-Related Uses** - Using the school unit'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 personal use not connected with the education program or assignments.

7. **Misuse of Passwords/Unauthorized Access** - Sharing passwords, using other users' passwords without permission and/or accessing other users' accounts.

8. **Malicious Use/Vandalism** - Any malicious use, disruption or harm to the school unit's computers, networks and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses.

Any user identified as a security risk for having a history of problems with other computer systems may be denied access to district computers.

9. **Unauthorized Access to Blogs/ Chat Rooms/** - Accessing chat rooms or news groups without specific authorization from the supervising teacher.

#### **D. No Expectation of Privacy**

The school unit retains control, custody and supervision of all computers, networks and

Internet services owned or leased by the school unit. The school unit 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, stored files and Internet access logs.

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

The student and/or the student's parent/guardian shall be responsible for compensating the school unit for any losses, costs or damages incurred by the school unit related to violations of Board policies and school rules while the student is using school unit computers, and/or these rules, including investigation of violations. The school unit assumes no responsibility for any unauthorized charges or costs incurred by a student while using school unit computers.

#### **F. Student Security**

A student shall not reveal his/her full name, address or telephone number on the Internet without prior permission from a supervising teacher. Students should never meet people they have contacted through the Internet without parental permission. Students should inform their supervising teacher if they access information or messages that are dangerous, inappropriate or make them uncomfortable in any way.

#### **G. System Security**

The security of the school unit's computers, networks and Internet services is a high priority. Any student who identifies a security problem must notify a staff member immediately. The student shall not demonstrate the problem to others or access unauthorized material. Any user who attempts to breach system security, causes a breach of system security or fails to report a system security problem shall be subject to disciplinary and/or legal action in addition to having his/her computer privileges limited, suspended or revoked.

#### **H. Additional Rules for Laptops Issued to Students**

1. Laptops are loaned to students as an educational tool and are only authorized for use in completing school assignments.
2. Before a laptop is issued to a student, the student and his/her parent must sign the school's acknowledgement form.
3. Students are responsible for the proper care of laptops at all times, whether on or off school property, including costs associated with repairing or replacing the laptop. MSAD #59 offers an insurance program for parents to cover replacement costs and/or repair costs for damages not covered by the laptop warranty.

**Parents who choose not to purchase insurance should be aware that they**

**are responsible for any costs associated with loss, theft or damage to a laptop issued to their child.**

4. If a laptop is lost or stolen, this must be reported to the Technology Coordinator immediately. If a laptop is stolen, a report should be made to the local police and immediately.
5. The Board's policy and rules concerning computer and Internet use apply to use of laptops at any time or place, on or off school property. Students are responsible for obeying any additional rules concerning care of laptops issued by school staff.
6. Violation of policies or rules governing the use of computers, or any careless use of a laptop, may result in a student's laptop being confiscated and/or a student only being allowed to use the laptop under the direct supervision of school staff. The student will also be subject to disciplinary action for any violations of Board policies or school rules.
7. Parents will be informed of their child's login password. Parents are responsible for supervising their child's use of the laptop and Internet access when in use at home.
8. The laptop may only be used by the student to whom it is assigned.
9. Laptops must be returned in acceptable working order at the end of the school year or whenever requested by school staff.

Cross-Reference: IJNDB - Student Computer and Internet Use

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