

The West Irondequoit Central School District offers the privilege of using its District Computer System (DCS), including Internet access, to support teaching and learning. Access to, and use of, information and resources through the DCS are expected to be valuable tools. These tools may be used for *approved educational purposes* only. The outcome of their use will have a significant positive impact on the quality of educational experience provided for our students.

The District's goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation and communication. The District believes the DCS and the Internet offer vast, diverse and unique resources to both students and teachers. While these guidelines apply to the DCS in general, they apply most particularly to use of the Internet.

Students will be allowed DCS/Internet access only when a properly completed parent permission form (Form 7314F) is on file.

### **What is the Internet?**

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Internet users have access to information such as:

1. Libraries and museums from around the globe
2. Educational, commercial and government databases
3. Personal interaction with experts in many fields
4. College and university information home pages
5. Up-to-the minute news releases from wire services, television, radio, and newspaper networks
6. Software libraries and graphics files of all kinds
7. Discussion groups and much, much more

The Internet is a dynamic medium. New computer networks, databases and materials become available every day.

### **How is the Internet used in our schools?**

1. Student use of the Internet is authorized to support approved educational purposes only.
2. Access will be available in the school libraries and other designated areas in each building. Students will not be able to access the Internet by means of the school provider via modem access from home unless circumstances warrant an exception, as authorized by the Director of Technology or his/her designee.
3. Instruction and direction in the use of the Internet to support classroom assignments will be delivered by school staff.
4. Student use of electronic mail must be authorized by District staff and will be made available for approved educational purposes only.

### **Unauthorized and Illegal Uses**

Generally, the same standards of acceptable student conduct which apply to any school activity shall apply to use of the DCS and the Internet. This regulation does not attempt to articulate all acceptable uses of the Internet, nor does it define all inappropriate usage. Rather, it is intended to provide general guidelines of appropriate student conduct and use as well as prohibited behavior.

Any use of the District's Computer and Internet facilities and connections that is not authorized by or conducted in strict compliance with this regulation or with District practices and procedures is prohibited. Use of District access

to the Internet to commit a crime is also prohibited. The following advises users of some types of specific unauthorized and illegal uses.

5. *Copyright*: Users are personally responsible for observing the copyright laws in their use of the DCS and/or Internet. Users may face serious civil and/or criminal penalties for any violation of the copyrights of others. Users must obtain the consent of the copyright owner before they copy, download, transmit, retransmit, or alter copyrighted material, other than as permitted by the principle of fair use as defined in the copyright law.
6. *Obscene/offensive materials*: There are various State and Federal laws prohibiting the making and distributing of obscene or offensive materials. Use of the District's computer and Internet facilities to view, make, transmit, or receive obscene material, material that could be reasonably considered to be obscene, or any other material that does not serve approved educational purposes is prohibited.
7. *Commercial activities*: Users are prohibited from using the DCS or Internet to engage in the promotion or sale of any product or service. Purchase of goods and services via the Internet is also prohibited.
8. *Viruses and sabotage*: No person may communicate any system virus through the DCS or Internet or engage in any activity intended to disrupt, damage, or destroy the hardware or software of any party on the DCS or Internet or to harass or threaten other parties through the DCS/Internet.
9. *Authorization/Security*: Users must remain strictly within the bounds of use for which they are individually authorized. No person shall view, send, receive, store, copy, or otherwise tamper with any files, application, programs, or other material for which he/she does not have personal authorization. Users will not share passwords or otherwise compromise the security of the DCS. Files of other users and of the District itself must be treated as private property.
10. *Responsibility*: All users are responsible for immediately reporting any damage or malfunction of any hardware, software, security or other component of the DCS to the proper administrative authorities.

### **DCS/Internet Etiquette**

Users of the DCS/Internet are expected to treat one another with respect. This means:

11. Use only the same polite and respectful language to communicate on the DCS/Internet as would be appropriate in face-to-face communication in school.
12. Respect your own privacy and the privacy of others by not revealing your or anyone else's personal address, telephone number, picture or password.
13. Do not use the DCS/Internet in a way that disrupts the use of the network by others. Be alert to the evolution of commonly accepted rules of conduct on the Internet and then follow them.
14. Treat the communications, information, and databases you may gain access to through the DCS/Internet as private property. Use them only in ways for which you are sure that you have permission.
15. Transmission of material in violation of U.S. trade laws is prohibited.

### **Disclaimer of Responsibility**

16. The use of any information obtained via School District access to the DCS/Internet is at the user's own risk.
17. The quality and integrity of the content on the Internet are not guaranteed by the District.

18. Students who use District equipment to access the Internet to view, produce, obtain or send unauthorized or inappropriate material will be subject to the discipline policies of the school and the District. Such activities may result in termination of access privileges as well as in other disciplinary consequences.
19. The District reserves the right to monitor the use of any equipment that it owns. Transmission and storage of information on District equipment is not guaranteed to be private.

**Disciplinary Consequences**

20. Any student who violates the District's practices and procedures or the terms of The Student Use Guidelines for Internet Access may have his/her Internet privileges revoked, suspended, or modified.
21. Student infractions may result in other appropriate disciplinary action in addition to suspension or termination of access privileges.
22. Students will be held liable for restitution to the District for any repair or replacement for damages incurred to equipment, including investigation and legal costs and fees

**PARENT/GUARDIAN PERMISSION CONTINUED ON NEXT PAGE**

**West Irondequoit Central School District**

**Parent or Guardian  
Permission for Student Use of the Internet**

As a parent or legal guardian, I have read and reviewed with my child, the rules governing DCS/Internet use in the *Student Use Guidelines for District Computer System (DCS)/Internet Access*. I understand that this access is a privilege intended for approved educational purposes only. I also recognize that it is impossible for West Irondequoit Central Schools to prevent misuse of the Internet by my child or another student, including access to controversial or inappropriate materials. As a result, I will not hold the District, its employees and/or agents responsible for inappropriate material and/or information that my child obtains from the network or which another student obtains and provides to my child.

I hereby provide permission for my child to use the DCS/Internet connections of the West Irondequoit School District and certify that:

1. I have read and discussed the *Student Use Guidelines for DCS/Internet Access* and the rules governing Internet use with my child.
2. My child is responsible for appropriate use of this privilege and is aware of the consequences of inappropriate use.
3. The information contained on this form is correct, and that signing this form constitutes my permission for continuing Internet access privileges for my child unless specifically revoked in writing by me or unless access privileges are revoked by the District
4. My child's signature below confirms that he/she has read and understands the *Student Use Guidelines for DCS/Internet Access*, has discussed it with me, and agrees to abide by all of its terms.

Student's Last Name	First Name	Middle Initial
---------------------	------------	----------------

School Building	Grade/Homeroom
-----------------	----------------

Student's Signature	Date
---------------------	------

Parent or Legal Guardian's Name (please print)

Parent or Legal Guardian's Signature