

Student Authorization for Electronic Network Access Charleston Community Unit School District #1

The purpose of providing access to the electronic network at school is to enhance students' educational experiences. All use of the Internet shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. With this educational opportunity also comes responsibility. You and your child should read the enclosed Student Authorization for Electronic Network Access in the student handbook and discuss it together. This Authorization does not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. The failure of any user to follow the terms of the Authorization for Electronic Network Access will result in the loss of privileges, disciplinary action, and/or appropriate legal action. The signature(s) at the end of this document is legally binding and indicates the party who signed has read the terms and conditions carefully and understands their significance.

General Terms and Conditions

- 1. Acceptable Use** - Access to the district's computers/network/Internet shall be for the purpose of education or research, and shall be consistent with the educational mission and objectives of the district or for a legitimate business use.
- 2. Privileges** - The use of the district's computers/network/Internet is a privilege, not a right, and inappropriate use may result in a cancellation of those privileges. The building principal, district superintendent and/or district technology coordinator will make all decisions regarding whether or not a user has violated this Agreement, and may deny, revoke or suspend access at any time.
- 3. Unacceptable Use** - The user is responsible for his or her actions and activities involving the network. Some examples of unacceptable uses are:
 - a. Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any U.S. or State law;
 - b. Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused;
 - c. Downloading copyrighted material for other than personal use;
 - d. Using the network for private financial or commercial gain;
 - e. Wastefully using resources, such as file space;
 - f. Hacking or gaining unauthorized access to files, resources or entities;
 - g. Invading the privacy of individuals, which includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature;
 - h. Using another user's account or password;
 - i. Posting material authored or created by another without his/her consent;
 - j. Posting anonymous messages;
 - k. Using the network for commercial or private advertising;
 - l. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and
 - m. Using the network while access privileges are suspended or revoked.

4. **Network Etiquette** - You are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
 - a. Be polite. Do not become abusive in your messages to others.
 - b. Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
 - c. Do not reveal the personal information, including the addresses or telephone numbers, of students or colleagues.
 - d. Do not use the network in any way that would disrupt its use by other users.
 - e. Consider all communications and information accessible via the network to be private property.
5. **No Warranties** - The district makes no warranties of any kind, whether expressed or implied, for the service it is providing. The district will not be responsible for any damages an individual suffers. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by unforeseen computer/network/Internet problems or a user's errors or omissions. Use of any information obtained via the computers/network/Internet is at a user's own risk. The district specifically denies any responsibility for the accuracy or quality of information obtained through its services.
6. **Indemnification** - The user agrees to indemnify the School District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any breach of this *Authorization*.
7. **Security** - Network security is a high priority. If you can identify a security problem on the Internet, you must notify the media specialist, and building principal. Do not demonstrate the problem to other users.
 - a. Keep your account and password information confidential.
 - b. Do not tamper with or attempt to gain access to computer data for which the user lacks security clearance. This will result in cancellation of user privileges.
 - c. Do not use another user's account or password without written permission from that individual.
8. **Vandalism** - Vandalism shall result in cancellation of privileges and other disciplinary action. Vandalism shall be defined as any attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to,
 - a. the uploading or creation of computer viruses
 - b. any action that inappropriately hinders, delays, or obstructs others in their use of school computers, networks, and/or files or information contained therein
9. **Online Charges** - The district assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges and/or equipment/line costs.
10. **Copyright Web Publishing Rules** - Copyright laws and district policy prohibit republishing of text or graphics found on the Web or on district web sites or file servers, without explicit written permission.
 - a. Students engaged in producing web pages shall provide their cooperating teacher or the building media specialist with hard copy permissions authorizing use of the material before the web page(s) are published. Printed evidence or the status of "public domain" documents shall be provided as well.
 - b. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the Internet site displaying material shall not be considered a source of permission.
 - c. The "fair use" rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.

11. Student work/photos/videos

- a. Student work, photos and/or videos may be published on district web pages upon receipt of this agreement unless the parent(s)/guardian(s) notifies the school otherwise. Students whose work, photo and/or video appears on the district/school web page(s) will be identified by first name only.

12. Internet Safety

- a. Internet access is limited to only those “acceptable uses” as detailed in these procedures. Internet safety is almost assured if users will not engage in “unacceptable uses,” as detailed in this Authorization, and otherwise follow this Authorization.
- b. Staff members shall supervise students while students are using District Internet access to ensure that the students abide by the Terms and Conditions for Internet access contained in this Authorization.
- c. Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Children’s Internet Protection Act and as determined by the Superintendent or designee.
- d. The system administrator and Building Principals shall monitor student Internet access.
- e. Students, parent(s)/guardian(s), and staff members need only sign this Authorization for Electronic Network Access once while enrolled or employed by the School District.

13. School Email

- a. Only the school district approved email system can be used by students at school. Use of any other email system than the approved district system is prohibited.
- b. The school district email system provides content filtering, and limits whom the student may email.
- c. E-mail accounts are not private in nature and remain subject to monitoring by the school district. Designated staff may search for potential violations and when there is evidence of a possible violation may read mail and attachments.
- d. The school administrators and district technology coordinator have the right to suspend or modify email access privileges when violations occur.

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I understand and will abide by the above *Authorization for Electronic Network Access*. I understand that the District and/or its agents may access and monitor my files on the server, my use of the Internet, my school student email activity and downloaded material, without prior notice to me. I further understand that should I commit any violation, my access privileges may be revoked, and school disciplinary action and/or appropriate legal action may be taken. In consideration for using the District's electronic network connection and having access to public networks, I hereby release the School District and its Board members, employees, and agents from any claims and damages arising from my use of, or inability to use the Internet.

DATE: _____

USER'S NAME (*Please Print*):

USER'S SIGNATURE

I have read this *Authorization for Electronic Network Access*. I understand that access is designed for educational purposes and that the District has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the District to restrict access to all controversial and inappropriate materials. I will hold harmless the District, its employees, agents, or Board members, for any harm caused by materials or software obtained via the network. I accept full responsibility for supervision if and when my child's use is not in a school setting. I have discussed the terms of this *Authorization* with my child. I hereby request that my child be allowed access to the District's Internet.

DATE: _____

PARENT/GUARDIAN NAME (*Please Print*):

SIGNATURE: _____