



# KISD ACCEPTABLE USE POLICY

Print name clearly

I.D. Number \_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_\_  
Last

\_\_\_\_\_  
First

## Kaufman ISD Internet Policy/Electronic Communications System Guidelines for Students

Students may be given access to the District’s electronic communications system for educational purposes. The electronic communications system is defined as the District’s network, servers, computers, telephones, peripherals, applications, databases, library catalog, online resources, Internet access, e-mail, and any other technology tools designated for use by the District for users. All files and programs on the computers/network and hardware equipment are the property of KISD.

Please note that Internet access is part of the District’s electronic communications systems. The Internet is a network of many types of communication and information networks which are used frequently in classroom assignments (blogs, wikis, podcasts, web pages, etc.). According to **CIPA (Children’s Internet Protection Act)**, schools must have an Internet filter in place to protect users and to monitor electronic communications. KISD uses a filter that restricts access to inappropriate material and generates daily reports of inappropriate and suspicious search activity. The district is also in compliance with **COPPA (Children’s Online Privacy Protection Act)** by requiring children under 13 to obtain additional parental permission for digital tools. Each campus incorporates Internet Safety, appropriate online behavior, cyberbullying awareness and response measures into their classroom curriculum and/or computer time. It is the user’s responsibility to follow the rules for appropriate and acceptable use at all times. The district reserves the right to monitor all technology resource activity.

### SOME RULES FOR APPROPRIATE USE

1. Users must only open, view, modify, and delete their own computer files.
2. Internet use at school must be directly related to school assignments and projects.
3. Users may be assigned individual accounts to District resources and must use only those accounts and passwords that they have been granted permission by the District to use. All account activity should be for educational purposes only.
4. Users are responsible at all times for their use of the District’s electronic communications system and must assume personal responsibility to behave ethically and responsibly.
5. Student email accounts are to be used for the purpose of classroom assignments or school related activities.

### NETWORK ETIQUETTE

1. Use appropriate language.
2. Do not publish or display defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials.
3. Do not reveal your personal information or the personal information of others, such as: address, phone number, etc.

### INAPPROPRIATE USES

1. Using the District’s electronic communications system for illegal purposes (e.g. gambling, pornography, computer hacking, etc).
2. Disabling, bypassing, or attempting to disable or bypass any system monitoring, filtering or other security measures.
3. Sharing your username and password with others, borrowing someone else’s username (i.e. teacher or student), password or account access.
4. Purposefully opening, viewing, using, or deleting files belonging to another system user without permission.
5. Downloading or plagiarizing copyrighted information without permission from the copyright holder.
6. Intentionally introducing a virus or other malicious programs onto the District’s system.
7. Electronically posting messages or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal.
8. Wasting or abusing school resources through **unauthorized** system use (e.g. online gaming, Internet radio, downloading music, watching videos, participating in chat rooms, checking personal email, excessive printing etc.).
9. Gaining unauthorized access to restricted information or network resources.
10. Attempting to harm equipment.
11. Participating in **Cyberbullying** (creating, recording, posting, sending abusive comments with the intent to manipulate or embarrass others).

### CONSEQUENCES FOR INAPPROPRIATE USE

1. Suspension of access to the District’s electronic communications system;
2. Revocation of the District’s electronic communications system account(s); and/or other appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws.

### INTERNET SAFETY RESOURCES

1. A complete guide to the District Policies and Administrative Regulations are included in the student handbooks for your review at <http://www.kaufmanisd.net/page.cfm?p=566>.
2. Kaufman ISD complies with all CIPA requirements as found in the AUP, Board Policy CQ Local, and CQ Legal. For more information on CIPA and COPPA, visit <https://www.fcc.gov/consumers/guides/childrens-internet-protection-act> and <https://www.ftc.gov/tips-advice/business-center/privacy-and-security/children%27s-privacy>.
3. Additional Internet Safety and Student Safety resources can be found on KISD’s district website at <http://www.kaufmanisd.net/page.cfm?p=795> and <http://www.kaufmanisd.net/page.cfm?p=774>.

I agree to the above guidelines.

\_\_\_\_\_  
Parent Signature/Date

\_\_\_\_\_  
Student Signature/Date