

STUDENT ACCEPTABLE USE PROCEDURE

District-Provided Access to Electronic Information, Services, Equipment and Networks

I. Use of District-provided Internet Access

Electronic resources are available to students in Crockett County Schools in support of the mission and goals of the District. Students utilizing district provided electronic resources must receive permission from, and be supervised by Crockett County Schools' staff. Students are responsible for appropriate behavior on-line just as they are in a classroom or other area of the school. Access is a privilege, not a right.

All students shall participate in an Internet safety instruction program which shall be integrated into the district's instructional program in grades K-12.

II. Electronic Media Storage

Electronic media storage will be treated like a school locker and is subject to inspection by school officials. Network administrators, school site administrators, and teachers may review files and communications under the same standards set for inspection of school lockers in order to maintain electronic media integrity and ensure that students are using the system responsibly. Files stored on district servers are not private nor will they be maintained indefinitely.

III. Personal Devices

While personal computers, electronic devices, and digital storage media can be beneficial to the educational process, such items have the capacity to become distractions and to convey material that is unsuitable for the school environment. Therefore, students may NOT use personal computers and/or other personal electronic devices on school property. The use of digital storage media (ie. Diskettes, Jump/Thumb Drives, External Hard Drives, Memory Cards, etc.) at school must be related to instruction or sanctioned school activities. If brought onto school property, these devices are subject to search and may be confiscated pending review of appropriate disciplinary action.

IV. Electronic Mail

Student email accounts may be issued by the District. Students may not use email accounts other than District issued accounts while at school. Students will be required to receive training on the appropriate use of this email account. Inappropriate language, harassment, or any illegal activity in the use of this account may result in the loss of system privileges and/or other

disciplinary measures. By using the school provided email account, the student agrees to the following:

1. All email sent using an account provided by the District must be school related and must abide by all guidelines outlined here. The Student will immediately report any threatening, obscene, or harassing email to school staff and will not show the information to another student. The Student will not share email passwords with others and is responsible for all email sent through the school provided account.
2. Sending any type of email that includes material in violation of any law or CCS policy is prohibited. This includes, but is not limited to copyrighted, threatening, pornographic, or obscene material.
3. All email sent through this account can be monitored for content violating the terms of this agreement.

V. Web Publishing

Crockett County Schools' web site has been established as a dynamic forum to educate and inform the public. It serves as a communication vehicle to publicize the goals, accomplishments, activities, and services of the District and of each school. Intended audiences include: students, parents, prospective parents, employees, prospective employees, and the community at large. All content contained on the web site is consistent with the educational aims of the District.

In order to safeguard students, the following procedures have been established:

1. The name of a student will not be published in conjunction with a picture of that student on any Crockett County Schools' web site. Likewise, personal information about students will not be published.
2. Student work may be published on a Crockett County Schools' web site without express written consent of the parent or guardian under the following guidelines:
 - Grades PK-12 - Authors of electronically published work may be identified only by first name.
 - All student work published must pertain to a class project, course, or other school-related activity.
3. Web page documentation may not include any information that indicates the physical location of a student at a given time.
4. Filenames for web pages and images should be checked to ensure that students' names do not appear in the name. (e.g., johndoe.gif)
5. Personal web pages for students are not permitted as part of Crockett County Schools' web sites. Links to personal student web pages from Crockett County Schools' web sites are likewise not permitted.

VI. Family Responsibility

Electronic resources provide students with access to vast amounts of information and numerous opportunities for communication. The Board believes that the benefits to students from such access exceed the disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards their children should follow when using media and information sources. To that end, Crockett County Schools supports and respects each family's right to decide whether or not to approve independent access and communication.

Outside of school, families bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, movies, and other possibly offensive media. Schools will use existing avenues of communication to raise awareness and inform parents about Internet safety.

VII. Prohibited Uses of District-Provided Access to Electronic Resources

The district shall take measures designed to protect students from child pornography and obscenity as well as other materials that are harmful to minors in accordance with 47USC§ and the Children's Internet Protection Act (CIPA).

The following uses of district-provided access to Electronic Resources are not permitted:

1. Using the CCS Network for, or in support of, any illegal purposes;
2. Using the CCS Network for non-instructional purposes;
3. Using the CCS Network for, or in support of, any obscene or pornographic purposes including, but not limited to, the retrieving or viewing of any sexually explicit material;
4. Using the CCS Network for soliciting or distributing information with the intent to incite violence, cause personal harm or bodily injury, or to harass, threaten, or "stalk" another individual;
5. Knowingly spreading "malware" or malicious software;
6. Sharing any personal login information with anyone except CCS staff members or using another student's login information;
7. Revealing personal information such as complete name, address, telephone number, identifiable photos without permission from the teacher and parent or guardian;
8. Using email accounts other those provided by the District on the CCS network;
9. Using District provided email for communications that are not directly related to instruction or sanctioned school activities;
10. Using personal computers, cell phones, PDA's or other personal wireless devices to access the CCS network infrastructure without the permission of a Technology Department staff member;

11. Attempting to gain unauthorized access to sensitive or private data;
12. Attempting to subvert network security, impair the functionality of the network or to bypass restrictions set by network administrators, including the creation and use of proxy servers;
13. Intentionally monopolizing CCS electronic resources by such things as downloading unauthorized files, creating peer to peer networks, and participating in multi-user games;
14. Connecting a CCS computer to any other service provider while also connecting to the CCS network via Ethernet or a wireless access point; and
15. Using electronic resources for any purpose inconsistent with the system's discipline policies or code of conduct.

V. Sanctions

Violations may result in loss of access.

Additional disciplinary action may be determined at the local school level in keeping with existing procedures and practices regarding inappropriate language or behavior. When applicable, law enforcement agencies may be involved.