

SAYVILLE PUBLIC SCHOOLS COMPUTER SYSTEMS AND INTERNET SAFETY USE PROCEDURES AND AGREEMENT

Computer Technology and Internet access is available to the students and staff of the Sayville Public Schools. Both of these provide users with vast, diverse and unique resources that will strengthen communication and research skills as well as significantly broaden their knowledge base. Our goal is to promote educational excellence in our schools by facilitating resource sharing, innovation and communication.

Sayville Public Schools recognize that with this access to computers and people worldwide comes the availability of material that may be considered inappropriate and of little educational value in an academic setting. In accordance with the provisions of the Children's Internet Protection Act, all District computers with Internet access that are used by elementary and secondary students and staff will be equipped with filtering or blocking technology. Once this filtering/blocking technology is in place, newly acquired computers with Internet access used by either elementary or secondary students or staff, will be linked to this technology within 10 days of installation.

The District recognizes no filtering technology can guarantee that students will be prevented from accessing inappropriate locations. Supervision, by either a teacher or other staff member, will be provided to students while accessing the Internet. *Under certain supervised circumstances, authorized personnel may override the filtering/blocking technology for a limited, prescribed period of time to assist students with special projects or research.*

Internet access is coordinated through a complex association of government agencies and regional and state networks. The smooth operation of this network relies on the proper conduct of its users who, in turn, must adhere to strict guidelines. These guidelines are given here so that you are aware of the responsibilities you are about to acquire. In general, this responsibility requires efficient, ethical and legal use of the network's resources. If a Sayville Public Schools user violates any of these provisions, his/her account will be terminated and future access possibly denied. Other consequences may be imposed as per the District's Code of Conduct. The signature(s) at the end of this document is (are) legally binding and indicates that the party (parties) who signed has (have) read the terms and conditions carefully and understands their significance.

Acceptable Use - The purpose of computer technology and the Internet is to support research and education in and among academic institutions in the United States by providing access to unique resources and the opportunity for collaborative work. Your use of both of these must be in support of education and research and consistent with the educational objectives of Sayville Public Schools. Use of another organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes but is not limited to: copyrighted material; plagiarism (the claiming of someone's work as your own); use of profanity, obscenity, or other language which may be offensive to another user; threatening, pornographic, obscene or other material deemed inappropriate for minors; expressions of bigotry, racism or hate; or materials protected by trade secret. Use for commercial activities, product advertisement and/or political lobbying is also prohibited.

Privileges - The use of computers and the Internet is a privilege, not a right. Inappropriate use will result in cancellation of those privileges and may result in other consequences as per the District Code of Conduct. Each student and staff member who is permitted access will be responsible for that usage. Under no circumstances should your access, password and so forth be shared with anyone other than the school district technology coordinator. Also, under no circumstances will there be unauthorized disclosure of personal information such as address, telephone number, age, physical description, etc. Each student will also be required to attend an orientation session with a Sayville Public Schools faculty member pertaining to the proper use of the network. Sayville Public Schools system administrators will deem what is inappropriate use, some of which is defined in the Computer Technology and Internet Safety Policy. Their decision is final. Sayville Public Schools system administrators may deny access at any time as required. The administration, faculty and staff of Sayville Public Schools may request the system administrator to deny, revoke or suspend specific user access.

Network Etiquette - You are expected to abide by the generally accepted rules of network etiquette. These include but are not limited to the following:

- Be polite; do not get abusive in your messages to others.
- Use appropriate language; do not swear, use vulgarities or suggestive language.
- Illegal activities are strictly forbidden.
- Electronic mail is not guaranteed to be private. Messages relating to or in support of illegal activities will be reported to the authorities.
- Use the network in a way that will not disrupt the use of other users.
- All communications and information accessible via the network should not be assumed to be private property.

Relaxation of Filtering - There may be special projects/research done on the Internet where, for a limited period of time, filtering needs to be "turned off" or "relaxed" to allow student access to particular web sites under close supervision of a teacher. Either a teacher or other responsible person will verify validity of student request. The capability of setting the time period to be unfiltered, as well as changing the password, will reside with both the faculty member conducting research and the technology coordinator.

Warranties - Sayville Public Schools makes no warranties of any kind, whether expressed or implied, for the service that it is providing. The District will not be responsible for any damages including but not limited to loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. The Sayville Public Schools specifically does not guarantee the accuracy or quality of information obtained through its services.

Security - Security on any computer system is a high priority. If you feel you can identify a security problem on the Internet or on the school network, you must notify a Sayville Public Schools administrator. Do not demonstrate the problem to other users. Attempts to log on to the network as a system administrator will result in cancellation of user privileges and may result in other consequences as per the District Code of Conduct. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.

Vandalism - Vandalism will result in cancellation of privileges and may result in other consequences as per the District Code of Conduct. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or any of the above listed agencies or other networks that are connected to the Internet. This includes, but is not limited to the uploading or creation of computer viruses and hacking.

This document is in accordance with Sayville Public Schools Board of Education's District Computer Systems – Acceptable Use Policy, Code of Conduct and Internet Safety Regulation for both students and staff. This documentation is on file with your local school building administration.

**SAYVILLE PUBLIC SCHOOLS
COMPUTER SYSTEMS AND INTERNET SAFETY USE
AGREEMENT**

Student Name: _____ **DOB** _____

School Name: _____ **Grade Level:** _____

Parent/Guardian Phone _____ **Cell Phone** _____ **Email** _____

PARENT/GUARDIAN'S SIGNATURE REQUIRED IN BOTH PLACES

TO BE READ BY STUDENT and PARENT/GUARDIAN

TO BE SIGNED BY PARENT/GUARDIAN

I understand that use of computers and the Internet is for educational purposes only and, as such, I will abide by the attached Sayville Public Schools Computer Systems and Internet Safety Use Procedures and Agreement. I also understand that failure to comply with the District's policy and regulations for use of computers, the network, and/or the Internet may result in suspension and/or revocation of my computer access privileges, as well as other appropriate forms of disciplinary action. I understand that the transmission or retrieval of material, information or software in violation of any District policy or regulation, local, state or federal law is prohibited.

There are occasions when, under close supervision of my teacher, filtering of the system may be relaxed to allow for "bona fide" research for educational purposes. I agree to abide by the supervision and guidelines placed on this research by authorized staff members.

I agree to adhere to the Board policy concerning Computer Systems, Student Code of Conduct, and Internet Safety outlined here in Sayville Public Schools Computer Systems and Internet Safety Use Procedures and Agreement and to any changes or additions later adopted by the District.

Student's Name (please print): _____

Student's Signature _____

Parent/Guardian Signature: _____ Date: _____

(I have read the Sayville Public Schools Computer Systems and Internet Safety Use Procedures and Agreement. I have discussed the procedures with my child and give my child permission to use this educational resource.)

TO BE READ AND SIGNED BY PARENT/GUARDIAN

As parent/guardian of the above student, I have read the Sayville Public Schools Computer Systems and Internet Safety Use Procedures and Agreement. I understand that this access is designed for educational purposes only. The Sayville Public Schools has taken precautions to eliminate controversial material. I recognize that while it is impossible for the Sayville Public Schools to restrict access to all controversial materials, even through the use of filtering, they have taken multiple precautions to eliminate student access to such material. I will not hold the District responsible for materials my child may acquire on the network and which is in violation of this agreement. I hereby give permission to the Sayville Public Schools to provide computer network and Internet access for my child and certify that the information contained on this form is correct.

I agree to adhere to the Sayville Public Schools Board of Education's District Computer Systems – Acceptable Use Policy, Code of Conduct and Internet Safety Regulation outlined here in the Sayville Public Schools Computer Systems and Internet Safety Use Procedures and Agreement and to any changes or additions later adopted by the District.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature: _____ Date: _____