Jackson Public Schools
Social Media Policy and Guidelines - Student

PURPOSE

This policy has been created to assure that information disclosed by Jackson Public Schools (JPS) and its employees and students is timely, accurate, comprehensive, authoritative and relevant to all aspects of the Jackson Public Schools system. In accordance with the JPS Belief Statement that there must be a clear alignment among curriculum, instructional practice and assessment, this policy will provide the framework to facilitate the timely dissemination of information. Adherence to this policy will reinforce its current non-discriminatory practices based on sex, race, color, national origin, religion, weight, marital status, handicap, age, political affiliation, sexual orientation or disability or any other status covered by federal, state or local law.

SCOPE

This social media policy applies to all students posting on school sponsored social media as well as personal. This policy covers all social media and media platforms, social networks, blogs, photo sharing, wikis, online forums and video sharing.

SOCIAL MEDIA GUIDELINES FOR STUDENTS

- Be aware of what you post online. Social media venues including wikis, blogs and blog pages, photo and video sharing sites are very public. What you contribute leaves a digital footprint for all to see. Do not post anything you wouldn't want friends, enemies, parents, teachers or a future employer to see.
- Follow the JPS **Board Policy 7540.04 – Staff Education Technology Acceptable Use and Safety** when writing online. It is acceptable to disagree with someone else's opinions, however, do it in a respectful way. Make sure that criticism is constructive and not hurtful. What is inappropriate in the classroom is inappropriate online.
- Be safe online. Never give out personal information, including, but not limited to, last names, phone numbers, addresses, exact birth dates and pictures. For details about online safety, be sure to check out http://www.onguardonline.gov/. Do not share your password(s) with anyone besides your teachers and parents.
- Inbound linking to other websites to support your thoughts and ideas is recommended. However, be sure to read the entire article prior to linking to ensure that all information is appropriate for a school setting.

- **Do your own work!** Do not use other people's intellectual property without their permission. **It is a violation of copyright law to copy and paste other's thoughts.** When paraphrasing another's idea(s) be sure to cite your source with the URL or web address. It is good practice to hyperlink your sources.
- Be aware that pictures may also be protected under copyright laws. Verify that you have permission to use the image or it is under Creative Commons attribution.
- How you represent yourself online is an extension of yourself. Do not misrepresent yourself by using someone else's identity.
- Blog and wiki posts should be well written. Follow writing conventions including proper grammar, capitalization and punctuation. If you edit someone else's work, be sure it is in the spirit of improving the writing.
- If you run across inappropriate material that makes you feel uncomfortable, or is not respectful, tell your teacher right away.
- Any incident of cyberbullying should be reported immediately to a teacher, parent or counselor. Cyberbullying should always be taken seriously.
- Students who do not abide by these terms and conditions may lose their opportunity to take part in the project and/or access to future use of online tools.

CYBERBULLYING:

Cyberbullying by a JPS student directed toward another JPS student or school staff member is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe environment.

JPS prohibits acts of cyberbullying by JPS students through the use of any JPS owned, operated and supervised technologies. The school principal or designee may report allegations of cyberbullying to law enforcement authorities.

Any act online, the Internet or through electronic devices (cellular phones, tablets etc.) that deliberately threatens, harasses, intimidates an individual or group of individuals; places an individual in reasonable fear of harm to the individual or damage to the individual's property; has the effect of substantially disrupting the orderly operation of the school is considered cyberbullying.

Any student or school staff member that believes he/she has or is being subjected to cyberbullying, as well as any person who has reason to believe a student or school staff member has knowledge or reason to believe another pupil or school staff member is being subjected to or has been subjected to cyberbullying shall immediately make a report to the school principal or designee.

JPS has a zero tolerance against cyberbullying and each reported instance will be handled in accordance with district, local and state rules, policies and guidelines.

If you have questions or would like to discuss the content of this document,
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