

Please read the following carefully before signing this document. This is a legally binding document.

Internet access is now available to all employees in Jefferson County Schools. We are pleased to bring this access to Jefferson County and believe the Internet offers vast, diverse and unique resources to both students and employees. Our goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication. The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. All computers, software, network connections, Internet connections, and e-mail systems provided to the staff are the property of the Board of Education and are to be used solely for the purpose of supporting the educational mission of the school system and conducting the business of the school system.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Available precautions will be taken to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We believe the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the education goals of this project.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. Our **Appropriate Use** regulations are provided here so that you are aware of the responsibilities you are about to acquire. All e-mail messages shall contain professional, appropriate language and offensive, derogatory, discriminatory, vulgar or sexual messages or comments are specifically prohibited. Employees may not access or download material from the Internet except for legitimate educational reasons and shall comply with all copyright laws applicable to material downloaded. If a user violates any of these provisions, future access could be denied. The user may also be subject to disciplinary action, up to and including employment termination.

Teachers will employ the same supervision and care in determining appropriate use of the Internet as is used with other instructional materials. Teachers should and are encouraged to preview and bookmark materials that will be used with students. Teachers will be expected to check email daily since pertinent information will be dispersed in this manner. This should be done during non-instructional time.

_____ I have read and understand the **Internet Appropriate Use** regulations that can be found on <https://www.jefferson.k12.ga.us/employees/employee-forms>. I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school system disciplinary action and/or appropriate legal action may be taken, up to and including employment termination. I further agree to promote the enforcement of the regulations in supervising student Internet use.

Employee's Name (please print)

Employee's Signature

_____/_____/_____
Date