



Whitehall City Schools

Elementary School Student Computer Network/Internet Acceptable Use Policy

The mission of the Whitehall City School District is to continually increase the achievement of all.

The Whitehall City School District is pleased to make available to each student access to a wide range of electronic resources, including the District computer network, the Internet, computer programs, and other new technologies to support learning, enhance instruction, and assist in administration. These technology tools are provided to further the educational mission of the school district. This policy, whether signed or unsigned, will be strictly enforced. Due to the rapid change in technology, a user's access and/or this Policy are subject to change at any time. The Policy is available on the School District's website (www.whitehall.k12.oh.us). The Policy is enforced by the Technology Department, Administrators, Teachers and Staff of the Whitehall City School District.

Privilege and Privacy:

Use of the computer network and the Internet is a privilege, not a right. The computers and network can and will be monitored, maintained, inspected, copied, and searched at any time and without prior notice any and all usage of the Network, any and all files, information, materials, software, communication, and other content transmitted, received or stored in connection with usage. The network and all information, content, and files are the property of the District, and users should not have any expectation of privacy regarding those materials. Network administrators may review files and intercept communications for any reason, including but not limited to for purposes of maintaining system integrity and insuring users are using the system consistent with this Policy.

Access and Responsibility:

Accounts will be created for all students. Those students at the middle and high school levels will have electronic mail with their account. These account will be activated only when the student has returned a fully completed and signed Acceptable Use Policy form. These forms are kept in the student's permanent file and will be valid for as long as the student is enrolled at their building. Students who do not return their form will not be given network and Internet access.

Students are responsible for their use of the network. While the School District's teachers and other staff will make reasonable efforts to supervise student use of Network access, it is ultimately the responsibility of the student. Our Information Technology Center (ITC) the Metropolitan Education Council (MEC) provides Internet access to the District. MEC provides Internet filtering and other tools to restrict user access to visual depictions that are 1. obscene, 2. child pornography, 3. harmful to minors, or 4. otherwise objectionable. The District will monitor the online activities of students, through direct observation and/or technological means to limit student access to such depictions or any other material which is inappropriate for the educational setting. It is impossible to limit access to all inappropriate materials, therefore use of the Network is the responsibility of the user. The user should avoid any inappropriate sites. Users are prohibited from taking any action that would override the filtering system.

Unacceptable Use and Network Etiquette:

The Board or authorized School District officials will make a good faith judgment as to which materials, files, information, software, communications, and other content and activities are permitted or prohibited under the particular circumstances based on the following guidelines. All users are expected to use netiquette (network etiquette). Among the uses and activities that are considered unacceptable and constitute a violation of this Policy, the following are prohibited:

- Sending obscene, abusive, threatening, or harassing e-mail messages including repeated unwanted e-mail that would violate the School District's harassment or discrimination policies, including material that is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, sexual orientation or other protected characteristics.
- Accessing non-school related websites.
- Accessing obscene, pornographic, violent, or vulgar websites.
- Accessing websites that are fee-based.
- Use of school district computers for commercial activity, either buying or selling.
- Use of school district computers for political lobbying.
- Use of school e-mail to forward large files or otherwise clog network bandwidth or consume network file space.
- Vandalizing school computer technology, either physically, or electronically, or otherwise creating or downloading a computer virus.
- Accessing computer files which you have no permission to access.
- Using another person's user-ID or identity.
- Sharing your user-ID or password, or setting up unauthorized user ID's or passwords.
- Downloading, copying, or installing copyrighted materials without authorization to do so (includes music files).
- Saving personal pictures on the network that are not related to assignments or projects.
- Plagiarizing information found on the Internet.
- Downloading or installing shareware, freeware, or other software without authorization.
- Playing games on school district computers without permission.
- Giving out personal information regarding yourself or others without permission.
- Using e-mail, Internet, or computer technology for personal use, i.e. sending non-work related e-mails, forwarding jokes, shopping online, etc.
- Allowing file space on the district Storage Area Network (SAN) to become too full, or failing to maintain your space by deleting old e-mail and files.
- Failing to observe netiquette (standards of polite communication expected of students)

Violations of the AUP:

Any violations of this Policy may result in disciplinary action, including, but not limited to restriction or termination of access to the Network, termination of e-mail, or other discipline in accordance with the Student Code of Conduct, referral to legal authorities, and/or legal action. The Superintendent and/or Director of Technology will be advised of all misuse or infractions and will deal with the infractions following the Student Code of Conduct.

Process of Investigation:

Student Reports to Staff: Staff will report the issue to the Principal. The Principal will contact the Director of Technology and the School Resource Officer if appropriate.

Staff Reports to Principal: Staff reports the issue to the Principal. The Principal will contact the Directory of Technology and the School Resource Officer if appropriate.

Technology Staff Reports Director of Technology: The Technology Staff will report the issue to the Director of Technology. The Director of Technology will report the issue to the Principal and the School Resource Officer if appropriate.

Administrator Reports: The Administrator will contact the Director of Technology. The Director of Technology contact the Principal and the School Resource Officer if appropriate.

Appeal Process:

Cases resulting in the suspension of network privileges may be appealed by submitting a written request to the Director of Technology.

Warranties and Indemnification:

The School District makes no warranties of any kind, either expressed or implied, in connection with its provision of access to or use of its Network. It shall not be responsible for any claims, loss, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any student or parent/guardian arising out of the student's use of, or inability to use, the Network. Each student is responsible for backing up his or her files. The School District is not responsible for the accuracy of information obtained through electronic information sources, and this information should be used at the student's own risk.

By accessing the Network, you (or, if you are a minor, your parents/guardians) are agreeing to cooperate with the School District in the event of the School District's initiating an investigation of use or access to the Network through your account, whether that use is on a School District computer or on another computer outside of the Network. By accessing the Network, you (or, if you are a minor, your parents/guardians) are further agreeing to indemnify and hold the School District and the Information Technology Center and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages (including attorney's fees) resulting from access to an use of the Network through your account, including but not limited to any fees or charges incurred through purchases or goods or services by the user.

Limitation of Liability:

The District makes no guarantee that the functions or the services provided by or through the District system will be error-free or without defect. The District will not be responsible for any damage you may suffer, including but not limited to, loss or data or interruptions of service due to customer misuse, storms, fire, or water. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising through the unauthorized use of the system. Parents can be held financially responsible for any harm to the system as a result of intentional misuse.

Whitehall City Schools

Elementary Student Computer Network/Internet Acceptable Use Policy

*Please read and understand the Student Computer Network/Internet Acceptable Use Policy before signing this form.
This is a legally binding document.*

We hereby certify that we have read and understand Whitehall City Schools' *Student Computer Network/Internet Acceptable Use Policy*. We agree that the use of these resources is a privilege, not a right, and understand that the student named below is responsible for his or her own actions when utilizing these resources. We hereby release the Whitehall City School District and their operators and administration from any and all claims arising from my use, or inability to use District network resources.

We agree that the school shall not be held liable for any interruption in service of these electronic resources as the result of suspension due to student misuse, storms, fire, or other network interruption. It is further understood that misuse of these resources can result in suspension of electronic resource privileges and possibly in other discipline.

I further certify that all information provided for the creation of this account is truthful and accurate.

Student's name: _____
School: _____
Grade: _____ Homeroom: _____
Student's home address: _____
Student's city, state, zip: _____
Student's home phone: _____
Student's signature: _____
Date: _____

Parental Agreement and Release

I have read and understand the Student Computer Network/Internet Acceptable Use Policy, and I agree to all its terms and conditions. I confirm my child's intentions to abide by the terms and conditions therein.

Parent/Guardian Name: _____
Parent/Guardian Signature: _____
Relationship to Student: Parent Guardian
Date: _____

**THIS FORM IS VALID FOR AS LONG AS THE ABOVE STUDENT IS ENROLLED AT
ANY ELEMENTARY SCHOOL IN THE WHITEHALL CITY SCHOOL DISTRICT.**