

# DANBURY PUBLIC SCHOOLS

Danbury, Connecticut

## POLICY

### ***COMPUTER AND INTERNET ACCEPTABLE USE - STUDENTS***

Adopted: 12/9/98

Policy No. 7-796\*

All technology resources and facilities, both hardware and software, are the property of the Danbury Public Schools and should be used solely for legitimate and authorized instructional, administrative and public service purposes. The Internet is considered an information source for students and staff. It is used as a part of curriculum, instruction and research. The wide area network allows students and staff to communicate and share information within and between buildings. District wide policies and regulations are intended to protect the network and make communications reliable. To maintain the integrity of the network, users are allowed to access appropriate software as needed, but not to install or modify existing hardware or software. Students and staff are trained in the appropriate use of the computer, the network, and the Internet. They are in turn expected to exhibit responsible behavior in the use of all resources.

### **RESPONSIBLE BEHAVIOR**

The Danbury School System is responsible for:

- Developing an Acceptable Use Policy for network access.
- Providing training for administration and staff in the appropriate, ethical, responsible, and effective use of the information technology.
- Assuring that the users understand that failure to adhere to this Acceptable Use Policy will result in loss of privilege and/or disciplinary action.
- Making the users knowledgeable of privacy, copyright infringement, e-mail etiquette, computer viruses, and intended use of Internet resources.

Because filtering devices are not dependable means of preventing student access to inappropriate sites and materials, teachers shall instruct students to follow the guidelines in this acceptable use policy. In the case of mistakenly arriving at an inappropriate site,

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the user shall immediately back out of the site and students shall inform their teachers of the occurrence.

Users are advised that federal and state law protect intellectual material from copyright infringement and plagiarism. Electronically published resources may be copied only for the purpose of private study, scholarship or research. Material copied under these guidelines must include an appropriate citation of its source. It is the intent of the Danbury Public Schools to adhere to software copyright laws and to comply with license agreements. Only the legal number of copies will be made or used on school equipment. School employees and students are legally responsible for following these guidelines.

It is important that everyone understand, students and parents alike, that the Danbury Public Schools, as the owner of the network equipment, both hardware and software, intends to monitor and review the use of this technology to ensure that users engage only in appropriate uses. The Danbury Public Schools will monitor and review in a limited fashion, but will do so as needed to maximize utilization of the network for educational purposes.

As part of the monitoring and reviewing, the Danbury Public Schools will retain the capacity to bypass any individual password of a student or other user. The system's security aspects, such as the message delete function for e-mail and your personal password can be bypassed for these purposes. The Danbury Public Schools' ability to monitor and review is not restricted or neutralized by these devices.

Therefore, all users must be aware that they should not have any expectation of personal privacy in the use of the network.

The Danbury Public Schools' reserve the rights to alter, amend, delete or discontinue the foregoing policies in whole or in part, at any time and in its absolute discretion.

Continuing advances in technology are bringing about many changes within our society that have an increasing impact on the way we obtain, process, evaluate and use

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information. Students in the Danbury Public School District should receive the benefits available through the instructional use of technology that will assist them in accomplishing the educational goals of the district.

The Board of Education will ensure that all students have an equal opportunity to:

1. Gain an understanding of the applications and social implications of technology in society;
2. Develop skills in the use of technology as learning, communications and problem solving tools;
3. Develop skills in the use of technology that can enhance further education or employment opportunities.

An Instructional Technology Plan shall be developed, implemented, evaluated and updated to:

1. Provide equitable student and teacher access to technology in each school as funds permit;
2. Provide instructional personnel with appropriate in-service in the use of instructional technology;

Develop instructional objectives for students that will assist them in reaching educational goals approved by the Board through the use of technology.

**RULES AND REGULATIONS FOR**  
*Acceptable Use Policy*  
**Student Contract**

I understand that use of the Danbury Public Schools technology resources is a privilege, and I will abide by the “Acceptable Use Policy.” I understand that the Internet contains material inappropriate for school use and, therefore, I will take personal responsibility not to access this material. I recognize that it is impossible for the Danbury Public Schools to prevent access to all controversial materials, and I will not hold Danbury Public Schools responsible for materials, or information of any kind, found or acquired on the network. I further understand that any violation of the regulations in this policy is prohibited and may constitute grounds for legal action against me, including but not limited to, a criminal offense. Should I commit any violation, my access privileges may be revoked and appropriate school discipline and/or legal action may be taken in the discretion of the Danbury Public Schools.

I fully understand that the Danbury Public Schools has reserved the right to, and will whenever it deems necessary, monitor and review my use of the network for compliance with this agreement and all applicable policies, laws and restrictions. Although I will have a password for access to the network, the Danbury Public Schools has my permission to bypass such password or other network security devices for the purpose of monitoring and review of my network use. I understand that once signed, this document is legally binding upon me.

**Student Name** \_\_\_\_\_

**Parent/Guardian Name** \_\_\_\_\_

**Grade** \_\_\_\_\_

**Date** \_\_\_\_\_

**Student Signature** \_\_\_\_\_

**School Name** \_\_\_\_\_

**Violations of the Danbury Public Schools Acceptable Use Policy include, but are not limited to, the following items:**

**UNACCEPTABLE BEHAVIORS**

INAPPROPRIATE ACTIONS	REFERENCE AREA OF CURRENT CONDUCT CODE	CONSEQUENCES
<ul style="list-style-type: none"> <li>• Illegal transfer of software</li> <li>• Changing installed software</li> <li>• Install or use without proper license or permission</li> </ul>	Section III – Theft	<u>See Conduct Code</u>
<ul style="list-style-type: none"> <li>• Duplicate copyrighted software, video &amp; other materials</li> <li>• Give out confidential information i.e. passwords, phone numbers, etc.</li> <li>• Use e-mail for illegal activities</li> </ul>	Section III – Criminal Mischief	
<ul style="list-style-type: none"> <li>• Intentionally introduce a software virus</li> <li>• Intentionally damage system or damage any information on system</li> <li>• Tamper with hardware</li> </ul>	Section III – Vandalism	
<ul style="list-style-type: none"> <li>• Send obscene or threatening messages</li> </ul>	Section I – Threatening	
<ul style="list-style-type: none"> <li>• Use computer to harass others</li> </ul>	Section I - Harassment	
<ul style="list-style-type: none"> <li>• Visit inappropriate computer web sites</li> <li>• Use network for financial gain</li> </ul>	Inappropriate Use	

The Code of Conduct identifies specific disciplinary actions for each class of infraction. Danbury Public Schools enforces these consequences in accordance with the accepted procedures outlined in the Code.

Any user who violates Danbury Public Schools policies governing the use of technology will be subject to investigation and possible loss of account and/or privileges. Further violations or misuse may result in additional disciplinary and/or legal action.

**Danbury Public Schools**  
*Acceptable Use Policy*  
**Parent Notification and Permission**

I give my permission for \_\_\_\_\_ to participate in the use of the Internet, a worldwide telecommunications network, via the Danbury Public Schools computer systems. I realize that my child will be able to access major networks throughout the world using the Internet. I understand that this access is designed and intended for educational purposes only. I also understand that my child will receive instruction in the appropriate use of this resource.

I realize the Internet contains material that is inappropriate for school purposes. I support the school district's position that students are responsible for not accessing such material. Such unacceptable use of the network will result in the suspension of all privileges. I will not hold the Danbury Public Schools accountable for unsuitable materials, or information of any kind, acquired by my child through Internet usage at school.

I accept responsibility for guidance on Internet use, including setting and conveying standards for my child to follow when selecting, sharing or exploring information or media.

I accept full responsibility for supervision if and when my child's use of e-mail and the Internet is not in a school setting and I agree to indemnify and hold harmless the Danbury Public Schools, their agents and employees, for any misuse of access to networked information resources that my child commits. I certify that all information contained on this form is correct. I understand that once signed, this document is legally binding upon me.

<b>Parent/Guardian Name</b>	_____
<b>Parent/Guardian Signature</b>	_____ <b>Date</b> _____

From time to time, student work may be exhibited in a variety of ways, including publication on the school and/or district web site. Therefore, in addition to permission granted to my child:

<b>I authorize Danbury Public Schools to use my child's picture.</b>	<b>Yes</b> <input type="checkbox"/>	<b>No</b> <input type="checkbox"/>
<b>I authorize Danbury Public Schools to use my child's work.</b>	<b>Yes</b> <input type="checkbox"/>	<b>No</b> <input type="checkbox"/>
<b>I authorize Danbury Public Schools to use my child's first name.</b>	<b>Yes</b> <input type="checkbox"/>	<b>No</b> <input type="checkbox"/>

**IMPORTANT**

*Additional information regarding acceptable uses of technology is available through the sources listed below.*

The Danbury Public Schools Acceptable Use Policy is available in its entirety in your child's school or you may request that a copy of the policy be sent home to you. You may also view the policy on the web site (<http://www.danbury.k12.ct.us/bbadmin/bdpolicies/aupfull.pdf>). Students will not be authorized to use the Internet unless their parents or guardians sign the above permission slip and return it to their child's school. This permission remains in effect until the child leaves the school or until parents or guardians revoke permission in writing. Students in grades 6-12 must also sign the Student Contract. (Attached)