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INTERNET ACCEPTABLE USE POLICY

Internet access is now available to students and teachers in the Randolph Public Schools. The Internet offers vast, diverse and unique resources to both teachers and students. Our goal in providing this service is to promote educational excellence in the Randolph School System by facilitating resource sharing, innovation and communication. The Internet is an electronic highway connecting thousands of computers and millions of subscribers all over the world. The smooth operation of the network is dependent on its users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire.

Terms and conditions:

- **1.** Acceptable Use Access to the district's internet must be for the purpose of education or research and must be consistent with the educational objectives of the district.
- **2. Privileges** The use of the district's internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The Technology Director, in conjunction with the appropriate building administrator, will make all decisions regarding whether or not a user has violated this policy and may deny, revoke, or suspend access at any time.
- **3.** Unacceptable Use You are responsible for your actions and activities involving the network. Some examples of unacceptable uses are:
 - a. Using the network for any illegal activity, including violation of copyright or other contracts or transmitting any material in violation of any U.S. or state regulation;

 - c. Downloading copyrighted materials for other than personal use;
 - d. Using the network for private financial or commercial gain;
 - e. Wastefully using resources, such as file space;
 - f. Gaining unauthorized access to resources or entities;
 - g. Invading the privacy of individuals;
 - h. Using another user's account or password;
 - i. Posting material authored or created by another without his/her consent;
 - j. Posting anonymous messages;
 - k. Using the network for commercial or private advertising;
 - 1. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, ethnically offensive, harassing, or illegal material;
 - m. Using the network while access privileges are suspended or revoked.
 - n. Plagiarism of any type

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- **4. Network Etiquette** You are expected to abide by the generally accepted rules of network etiquette. These include but are not limited to the following:
 - a. Be polite. Do not become abusive in your messages to others.
 - b. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
 - c. Do **not** reveal your full name, personal address or telephone number nor those of students or colleagues. (Use only your first name.
 - d. Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
 - e. Do not use the network in any way that would disrupt its use by other users.
 - f. Consider all communications and information accessible via the network to be private property.
 - g. Include your name and school at the bottom of e-mail but **never** give your home address or phone number.
 - h. Use all capitals only to highlight a word. If you use them for an entire message, people will think you are shouting.
- 5. Security Network security is a high priority. Keep your account and password confidential. Do not use another individual's account. Attempts to log-on to someone' else's account or as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.
- **6. Vandalism** Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.
- **7. Telephone and Credit Card Charges** Randolph Public Schools assumes no responsibility for any unauthorized charges for fees, including credit card charges, telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs. Beware of any "free" offers. There is usually a hidden charge.
- **8. Viruses** Users are responsible for checking their own disks and downloaded materials for possible viruses. Randolph Public Schools assumes no responsibility for any damages caused by viruses which may or may not have been acquired on school computers.

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- **9. Inspection** The equipment and access to the Internet remains the property and responsibility of the Randolph Public Schools which offers it to students for their convenience and educational use. The district reserves the right to limit use or inspect the contents of the files. All users are advised that they have no expectation of privacy in the information contained in school owned or leased machines.
- **10. Filters** In accordance with the Children's Internet Protection Act (CIPA) of December, 2000,

Randolph Public Schools uses Internet filtering to restrict access to inappropriate websites which

contain visual depictions that are obscene, pornographic, and harmful to minors. Users are cautioned that due to the continuous proliferation of web sites, there can be no guarantee that inappropriate sites will never be accessed.

The full text of the CIPA is available at: http://www.epic.org/free speech/censorware/cipa.pdf.

Information on our blocking program can be obtained at: http://watchguard.com/products/webblock.asp.

A stronger filtering component to also include, but not limited to: violence, profanity, drugs, cults, militancy/extremism and gambling will be in place for the elementary and middle schools.

Disabling of Filters may be allowed for bona fide research assignments and other lawful purposes. Appropriate school personnel, including teachers, curriculum directors, and principals will review requests when received by students and teachers.

The Randolph Public Schools reserves the right to update and change this policy at any time without notice.