

Concord School District Policy #542

Acceptable Internet Use – Students

I. Preamble

The purpose of this policy is to serve as a statement on the appropriate and acceptable use of the Concord School District Computer Network, including the district's connection to the Internet, by the students of the Concord School District.

II. Definitions

The Concord School District Computer Network consists of all computers of any type, monitors, printers, permanent and portable computer peripheral devices, personal digital assistants, alphanumeric pagers and cellular phones, digital photocopiers and, in general, any hardware, software, media, or other devices that are owned or leased by the Concord School District. Any computers of any type, monitors, printers, permanent and portable computer peripheral devices, personal digital assistants, alphanumeric pagers and cellular phones, digital photocopiers and, in general any hardware, software, media or other devices that are not owned by the district but that have been permitted to be attached to the network shall be considered part of the network and shall be governed by this policy.

III. Privilege

The use of the Concord School District Network is a privilege and not a right. There are and will be varying degrees of access to the Concord School District Network that are and will be allowed to different learners. Some of these levels will be determined by age or grade, and some by demonstration of acceptance of responsibility.

Inappropriate use will result in restriction or cancellation of access privileges and such other actions as the district's staff deems appropriate for violations of the school district's or school building's policies or procedures. Other actions may include verbal warnings, written warnings, in school or out-of-school suspensions and expulsion.

IV. Educational Purposes

The purpose of the Concord School District Network is to enhance established school curriculum. Its purpose is to serve as a resource for improving, extending, and enriching the teaching and learning in the Concord School District. Any use by students other than for educational purposes shall not be permitted. Users are responsible for ensuring that their activities adhere to these uses and generally accepted educational standards.

Inappropriate use includes all those activities prohibited to the user based on their allowed degree of access and any activity that violates the school district's or school building's policies or procedures.

Uses of the network that are not considered generally accepted for education purposes are generally those that are unlawful or offensive, which include but are not limited to:

- Destruction or damage to equipment, software, or data belonging to the district or to others;
- Disruption or unauthorized use of accounts, access codes, or identification numbers;
- Use of computer resources to defraud, harass, bully, defame, or threaten others;
- Use of computer resources in such a way as to intentionally or unintentionally impede the computing activities of others;
- Use of computer resources that violate copyright, trademark, or license agreements;
- Use of computer resources to violate another's privacy;
- Transmission of unsolicited advertising, promotional materials, or other forms of solicitation, including placing hyperlinks to non-district related web sites;
- Use of computer resources for commercial purposes;
- Inappropriate mass mailings;
- Tampering with software protections or restrictions placed on equipment or files;
- Attempting to circumvent local or network security restrictions;
- Altering or attempting to alter system software or hardware configurations;
- Installing unauthorized software programs onto the district's computers or network, and/or using such programs on the district's computers or network;
- Use of computer resources outside of the network to cause material and substantial interference with the education and discipline within a school;
- Ignoring or disobeying policies and procedures established for specific network systems; and,
- Use of computer resources to access adult oriented sites that contain descriptions or depictions of a pornographic or obscene nature, or that permit access to gambling facilities over the Internet.

The above list is not intended to be a comprehensive list, but rather to provide examples of inappropriate use of the district's Computer Network. The district may choose to employ filtering software and/or devices that may block certain sites, or that may notify appropriate administrators and/or staff that inappropriate use is taking place within a building. Any such notification shall be investigated in accordance with Part V of this policy.

V. Investigation

- A. All investigations that relate to student conduct (policy #540), and/or sexual harassment (policy #414/521), and/or bullying (policy #539), shall also be investigated as required under those policies. Discipline actions may include those outlined under the above policies if those investigations find that violations of the policy or policies in question occurred.
- B. Investigating administrators shall be the building principal or, if designated, the assistant principal, in his or her respective building. The Chief Finance Officer shall be the investigator for the central office, maintenance, and transportation facilities. The Assistant Superintendent shall investigate the White Farm facility, and shall serve as a back up for the building principals unable to conduct an investigation in their building. All administrators may use internal technical expertise as needed and may be authorized to use external technical expertise if deemed necessary.

VI. Responsibilities

All users assume full liability - legal, financial, and otherwise - for their actions when using the Concord School District Network. All users of the network will be held fully responsible for the use of their account. Any inappropriate activities performed through the account will be considered to be the actions of the account holder. Users should report any inappropriate activity observed to the building principal or a responsible administrator immediately. The responsibility of the user is to familiarize himself/herself with and abide by the rules of the Concord School District's Acceptable Internet Use - Students policy

VII. Privacy

The Concord School District Network is maintained and managed by the system administrator in such a way as to insure its availability and reliability in performing its educational mission. Users have no reasonable expectation of privacy concerning any materials transferred over or stored with the Concord School District Network, even if protected by password. The Concord School District reserves the right to monitor, access, change, delete, review and/or retrieve any and all information transferred to or stored on the Network, even if such information has been deleted but is still available on the Network, and/or on district-owned media storage such as, but not limited to, diskettes, cd-roms, tapes, zip disks, or other types of data storage. Users will be expected to surrender any and all passwords needed to access this information if requested.

Adopted October 4, 2004