

## INTERNET ACCEPTABLE USE PROCEDURES

### Electronic Communications-Students

This school system provides computer systems with access to Internet and electronic mail (e-mail) to students to promote educational excellence in schools by facilitating resource sharing, innovations and communications. The use of these systems shall be consistent with School Board policy IJND Technology Resources and the educational objectives of the division.

All NNPS computing systems and peripherals are the property of the division and are intended for the purpose of conducting official school business only. Students shall use this tool in a professional manner consistent with federal copyright laws and with state laws and district policies governing student behavior. Internet and e-mail shall not be utilized to share confidential information about students or employees. All illegal and improper use of the computing systems, including but not limited to obscenity, harassment, solicitation, chain letters, special interest group proselytizing, harassing or threatening statements, gambling, sexual innuendo, pornography, and violating copyright or intellectual property rights are prohibited.

Communications over the division's network shall be considered public information and handled as such; there is no expectation to privacy while communicating, in any format, on the divisions' network. NNPS Technology Services may periodically review directories or messages to determine compliance with policy IJND for acceptable use. If unacceptable content or use is found, access privileges may be removed and the offender counseled at an appropriate level.

Teachers are to supervise student's internet and e-mail access and usage and, if non-acceptable use is found, provide immediate, appropriate logical consequences to the student, including revoking the privilege if warranted, and possibly other disciplinary action. One designated person at each school will manage student internet and e-mail account access rights with oversight by Technology Services. Account rights and passwords are not to be shared outside of the intended "owner(s)". Students will keep passwords secure and will change passwords when directed by Technology Services.

Any statement of personal belief expressed on the Internet or in an e-mail is implicitly understood to be the author's individual point of view, and not that of NNPS, its administrators, teachers, staff, or any of its schools.

The school Principal will ensure that all pertinent students have notice of this policy and are provided a "Student-Parent-School Partnership Form" to read, sign and have their parent/guardian sign. This form will be maintained in the student's scholastic record.

### Training

- ✦ All students shall complete the required internet safety, security and ethics training before use of the Internet. Access will not be provided until this training is completed.

### Security

- ✦ Students shall not allow other students to use their account name or password to access the divisions network
- ✦ Students shall not use a teachers account name or password to access the divisions network.
- ✦ Accessing any local network files, documents, applications, etc., without express permission by an authorized staff member is forbidden.

### Copyright and Citations

- ✦ Any copyrighted materials are subject to the Fair Use provision of copyrighted materials as it relates to education. Information concerning Fair Use can be found in each school library.

### Undesirable Materials

Newport News Public Schools will take all possible precautions to restrict access to undesirable materials. However, students and teachers must also accept responsibility for restricting access to these materials.

- ✦ Students who gain access to undesirable Internet materials must report this material to their teacher.
- ✦ Teachers who gain knowledge of undesirable Internet materials must report this material to the Administrator in the building and Technology Services.

### Software

- ✦ Only division approved and provided software shall be loaded on the divisions computing systems. No software such as applications, games, freeware, demonstration software, and shareware shall be downloaded from the Internet without written approval from Technology Services.

### Listservs and Blogs

- ✦ Students may not subscribe to Listservs and Blogs without approval from their Teacher

### Commercial Use

- ✦ Commercial use of the Internet by Newport News Public Schools students is prohibited.

**Violations may result in a loss of access as well as other disciplinary or legal action.**

***Reference School Board Policy and Procedures IJND for the complete Technology Acceptable Use Policy.***

**The Parent/Legal Guardian may withdraw permission by providing written notice to the school.**