

Acceptable Use Policy

GLADWIN COMMUNITY SCHOOLS BOARD OF EDUCATION NETWORK/INTERNET ACCEPTABLE USE POLICY

Gladwin Community Schools network (GCSNET) is accessible by students, teachers, and staff. The Internet, an electronic highway, connects thousands of computers, computer networks and individual subscribers around the world. Gladwin Community Schools (GCS) users will sign an "Acceptable Use Agreement" prior to being given access to GCSNET. This agreement will define the educational objectives and guidelines for use as well as unacceptable uses which will lead to revocation of access and possible legal action. GCS will install centralized software designed to filter inappropriate material. Because it is not possible to maintain complete control of objectionable Internet material, students under age 18 must have written parental permission before being given access to the GCSNET.

GLADWIN COMMUNITY SCHOOLS REGULATIONS

The Internet provides access to computer systems located all over the world. Users (and parents of users, if the user is younger than age 18) must understand that GCS cannot control the content of the information available worldwide. Some of the information is controversial and, sometimes, offensive. However, the valuable information and interaction accessible on this worldwide network outweighs the possibility that users may find inappropriate material. The Gladwin Community School System does not condone the use of such materials and takes all reasonable precautions to filter access to these materials. The responsibilities accompanying freedom of speech and access to information will be taught. School employees, students, and parents must be aware that access to the Internet will be withdrawn from users who do not respect the rights of others or who do not follow the rules and regulations established by the Gladwin Community School System.

1. ACCEPTABLE USE

GCSNET will be used in a responsible, efficient, ethical and legal manner and must be in support of the educational objectives and the student behavior guidelines of the Gladwin Community Schools. Transmission of any material in violation of any federal or state regulation is prohibited. Unacceptable uses include, but are not limited to the following:

- A. Violating copyright laws
- B. Forwarding personal communications without the author's prior consent
- C. Using threatening or obscene material
- D. Distributing material protected by trade secret
- E. Utilizing GCSNET for commercial purposes
- F. Providing political or campaign information
- G. Accessing, downloading, or running any type of software without written permission from Network Support Staff.

2. RESTRICTIONS

GCS will install filtering software that provides Internet control, monitoring, and filtering. This software is the critical component of the Internet protection package since it allows valuable online Internet access while restricting access to specific unwanted categories including pornography, gambling, illegal drugs, online merchandising, hate speech, criminal skills, alternative journals, and games. The program will be updated on a regular basis to keep the restriction list as current as possible.

3. NETIQUETTE RULES

Users must abide by network etiquette rules. These rules include, but are not limited to the following:

- A. Be polite, rudeness is never acceptable
- B. Use appropriate language; do not swear, use vulgarities or other abusive or inappropriate or derogatory language
- C. Do not reveal personal addresses, phone numbers or other personal information.
- D. Do not disrupt the use of the network (including, but not limited to the following: unauthorized streaming of video or audio).
- F. All communications and transfers can and will be monitored by the Network Support Staff.
- G. Students may not play computer games.
- H. Students are responsible for not perusing materials that could be considered offensive.

4. PRIVILEGES

The use of GCSNET is a privilege, not a right. Inappropriate use will result in limitation or cancellation of user privileges and possible disciplinary actions

5. DISCLAIMER

GCSNET will not be responsible for any damages suffered, including loss of data resulting from delays, non-deliveries, service interruptions, or inaccurate information. The Network Support Staff reserves the right to monitor any and all communications and transfers.

6. SECURITY

Security on any computer system is a high priority, especially when the system involves many users. Attempts to tamper with the program, access the system as any other user, or to share a password will result in cancellation of user privileges. Electronic mail is not guaranteed to be private; system operators have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities, and disciplinary action will follow.

7. VANDALISM

Vandalism will result in cancellation of user privileges and disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy equipment and/or data of anyone connected to the Internet, including, but not limited to uploading, creating, or transmitting computer viruses.

SUMMARY

- A. Flaming: The District has a "Be nice" policy for E-Mail. No threatening or, swearing on the computers. No rude, obscene or inflammatory messages. Your E-mail messages may be monitored.
- B. Hacking: Do not read or destroy other people's files. This includes any malicious attempt to harm equipment or files. Files that are not your own are private property and off limits.
- C. Gaming: No video games or network games unless they have been established by a teacher to be educational in nature
- D. Photos: You are not to alter the digital pictures of any Gladwin computer users other than your own.
- E. Passwords: Your password is to be kept secret. You are responsible for any action taken under your password. Do not give it to anyone. Do not gain access to anyone else's password.
- F. Inappropriate web sites: You are not to visit any web site that is offensive or obscene by Gladwin School Standards. Absolutely no hate sites, or bomb sites. If you are not sure, ask your teacher.
- G. Penalties: If you violate this Acceptable Use Policy, you may have your privileges suspended or revoked. Further disciplinary actions are possible. The District is very serious about this policy. In the past, students have been removed from computer classes, suspended from all use of school technology, and denied graduation.
- H. Accessing, downloading, or running any type of software without written permission from Network Support Staff is strictly prohibited.

DEMONSTRATION

To demonstrate that you have read and understand this Acceptable use policy please answer the following:

What is flaming and what is Gladwin’s policy on flaming?

What is hacking and what is Gladwin’s policy on hacking?

What is gaming and what is Gladwin’s policy on gaming?

What is Gladwin’s policy on digital photos?

What is Gladwin’s policy on passwords?

What is Gladwin’s policy on visiting Web Sites?

What is Gladwin's policy on accessing, running, or downloading any type of software?

What are the penalties for violating this Acceptable Use Policy?

AGREEMENT

Students must complete questions above, demonstrating that they understand their responsibilities and sign the **GCS Agreement** prior to accessing **GCSNET**. A parent or guardian must sign the **GCS Agreement** prior to students under age 18 accessing **GCSNET**.

Reference teacher: _____ **Student name:** _____

Other users must also sign the **GCS**, prior to accessing **GCSNET**.

GCSNET User:

I, _____ (printed neatly), understand and will abide by the Gladwin Community Schools’ Internet Acceptable Use rules and regulations for **GCSNET**. I further understand that any violation will result in the loss of access privileges and school disciplinary action.

User signature: _____ Date: _____

18 or older: _____

Parent section

I have read the Gladwin Community Schools' Internet Acceptable Use rules and regulations for **GCSNET** and understand that this access is designed for educational purposes only. I also recognize that it is impossible to restrict access to all inappropriate materials. However, I accept full responsibility for my child's compliance and, hereby, give my permission for my child to use **GCSNET**.

Parent/Guardian's Signature: _____

Date: _____

Allowance of child's digital image (photograph): **PLEASE CHECK ONLY ONE CHOICE BELOW**

___ I WILL allow my child's digital image to be posted on classroom and school web pages.

___ I WILL NOT allow my child's digital image to be posted on classroom and school web pages.

Note: Your **password will be blank**. The first time you log in, you will be asked if you'd like to change your password. Answer **yes**, and type a password that is 6 or more characters long that you will not forget, and no one else will be able to guess. Keep it a secret. That means **DO NOT** give it to anyone else.

Your **user name** will be the first initial of your first name followed by your last name, unless that name is already taken, then an appropriate number will be added and you will be informed of the change.