

CRAWFORD ISD

Electronic Information Resources Acceptable Use Policy for Students

INTERNET SAFETY

Introduction

It is the policy of Crawford ISD to (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)], Protecting Children in the 21st Century Act, and the Neighborhood Children's Internet Protection Act.

Definitions

Key terms are as defined in the Children's Internet Protection Act (see next page).

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Crawford ISD online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Supervision and Monitoring

It shall be the responsibility of all members of the Crawford ISD staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act.

Procedures for the disabling or otherwise modifying of any technology protection measures shall be the responsibility of the Technology Director or designated representatives.

Online Safety Education

As required by the Protecting Children in the 21st Century Act, all Crawford ISD students will receive instruction on appropriate online behavior and Internet safety. Topics to be covered include chat rooms, social networking websites, cyberbullying awareness, and online safety measures.

Personnel

The following personnel are responsible for conducting the Internet Safety Instruction.

- Technology Assistant
- Technology Teachers
- District Librarian

All Crawford ISD teachers are responsible for monitoring their students when they are using the Internet at school.

Adoption

The Crawford ISD Board of Trustees adopted this Internet Safety Policy at a public meeting, following normal public notice, on October 20, 2014.

CIPA definitions of terms:

TECHNOLOGY PROTECTION MEASURE. The term “technology protection measure” means a specific technology that blocks or filters Internet access to visual depictions that are:

1. OBSCENE, as that term is defined in section 1460 of title 18, United States Code;
2. CHILD PORNOGRAPHY, as that term is defined in section 2256 of title 18, United States Code; or
3. Harmful to minors.

HARMFUL TO MINORS. The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

SEXUAL ACT; SEXUAL CONTACT. The terms “sexual act” and “sexual contact” have the meanings given such terms in section 2246 of title 18, United States Code.

Rights and Responsibilities

Personal Responsibility: As a representative of this school, I accept personal responsibility for reporting any misuses of the Crawford ISD Internet accesses to the teacher/technologist/administrator in charge. Misuses can come in many forms, but it is commonly viewed as any message(s) sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, and other issues described.

Acceptable Use: The use of this technology must be in support of education and research and with the educational goals and objectives of Crawford ISD. Transmission of any material in violation of any United States or state law is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.

I am aware that the inappropriate use of electronic information resources can be violation of local, state, and federal laws and that I can be prosecuted for violating those laws. If such an event should occur, Crawford ISD will fully comply with the authorities to provide any information necessary for the litigation process.

Privilege: The use of the information system is a privilege, not a right, and inappropriate use can result in a cancellation of those privileges. The principal (operating under the guidance of the school board and the District office) will decide what appropriate use is and the decision is final. The principal may deny access at any time deemed necessary for any reason.

Network Etiquette: Generally accepted guidelines of network etiquette are to be followed.

Services: Crawford ISD makes no warranties of any kind, whether expressed or implied, for the service it is providing. Crawford ISD specifically disclaims any responsibility for the accuracy of information obtained through its services.

Security: Security on any computer system is a high priority. If you identify any security problem, notify the teacher/technologist/administrator at once. Never demonstrate the problem to other users. Never use another individual's name and/or account. All use of the network must be under your own account or under the approval of the Crawford ISD teacher/technologist/administrator in charge. Any user identified as a security risk will be denied access.

Vandalism: Vandalism is defined as any malicious attempt to harm or destroy data or another user or any other agencies or networks that are connected to the system. This includes, but is not limited to, destruction, misuse, changing system configurations, the uploading/downloading or creation of computer viruses, and other mischievous acts. Any vandalism could result in the loss of computer services, disciplinary actions, and legal referral.

CRAWFORD ISD OFFICIAL CODE OF CONDUCT FOR TECHNOLOGY

Every Crawford ISD telecommunication user has the responsibility to respect and protect the rights of every user in our community and on the Internet. Crawford ISD students and faculty are expected to act in a responsible, ethical, and legal manner, in accordance with the missions and purposes of the networks they use on the Internet and the laws of the states and the United States.

Using the network or electronic information resources access is a privilege, and the privilege may be revoked at any time for any reason or for no reason.

All users should be aware that the use of electronic information resources that are accessed through Crawford ISD property or procedures might be monitored. This is not a violation of either an individual student's or teacher's rights to privacy.

Crawford ISD wants all users to be aware of unacceptable conduct and responsible use for electronic information resources.

UNACCEPTABLE CONDUCT

1. Using the network for any illegal activity, including violation of copyright or other contracts.
2. Using the network for financial or commercial gain.
3. Misusing or disrupting equipment or system performance.
4. Vandalizing the data of another user.
5. Wastefully using finite resources.
6. Gaining unauthorized access to resources entities. This includes copying another person's files, data programs, etc.
7. Invading the privacy of individuals.
8. Using an account and /or name of another user.
9. Posting personal communications without the author's consent.
10. Posting anonymous messages.
11. Placing unlawful information on a system.
12. Using abusive or otherwise objectionable language in either public or private messages.
13. Sending messages that are likely to result in the loss of recipients' work or systems.
14. Sending "chain letter," or "broadcast" messages to lists or individuals, and any other types of use, which would cause congestion of the networks or otherwise interfere with others work.
15. Participating in or accessing any 'chat room' without specific permission from the teacher/technologist/administrator in charge. 'Chat rooms' and web-based email are live and uncensored therefore cannot be monitored as to the content. They are 'off-limits' for Crawford ISD users unless specific permission has been granted by a teacher, librarian, or administrator.

RESPONSIBLE USE OF CRAWFORD ISD INFORMATION TECHNOLOGY FACILITIES AND SERVICES

RESPONSIBLE USE:

1. Respect the legal protection provided by copyright and license to programs and data.
2. Respect the rights of others by complying with all Crawford ISD policies regarding intellectual property.
3. Respect the rights of others by complying with all Crawford ISD policies regarding sexual, racial and other forms of harassment, and by preserving the privacy of personal data to which you have access.
4. Respect the privacy of others by not tampering with their files, tapes, passwords, or accounts, or representing others when messaging or conferencing.
5. Use only computer ID's or accounts and communication facilities that you are duly authorized to use, and use them for the purposes for which they were intended.
6. Respect the integrity of computing systems and data; for example, by not intentionally developing programs or making use of already existing programs that harass other users, or infiltrate a computer or computing system, or gain unauthorized access to other facilities accessible via the network.
7. Use computing and communications facilities in a manner that is consistent with the ethical principles, set forth by the school and with accepted community standards.
8. Respect and adhere to any local, state or federal law that may govern use of these computing and communication facilities in Texas, and the United States.

Students who are given access to telecommunications are to read and sign the Acknowledgment of Rights and Responsibilities connected to the Electronic Information Resources Use in Crawford ISD. Parents or guardians of students who have read and signed the acknowledgment must also read and sign the document. When appropriate, a teacher is also to sign before the access is granted.

Smartphones, Tablets, and eReaders

Smartphones, tablets and eReaders (hereafter referred to as devices) may be used at school with the following stipulations.

- Crawford ISD must comply with the Children's Internet Protection Act and block or filter inappropriate online material. Devices using 3G or 4G networks cannot be filtered or monitored by the District's network. Consequently, students may not use Internet, e-mail, or text functions available on personal devices during the school day without specific permission from a teacher/librarian/administrator. Students who violate the rules governing the use of personal devices will lose their privileges.
- An iPad may be used as an e-reader.
- Phones, iPods, and the iPod touch may **not** be used as e-readers without specific permission from a teacher/librarian/administrator.
- Devices brought to school are the responsibility of the student. The District is not responsible for lost, damaged, or stolen devices.
- Devices may only be used in class or in the library with the permission of the teacher or the librarian. **They must be turned off at all other times.**
- Students may not charge their devices at school.

- All books read on personal devices for Accelerated Reader credit must have the approval of the classroom teacher and must be within the range approved for that class or student. In addition, any class rules pertaining to the use of AR books from home also apply to books on personal devices.
- Books selected for inclusion in the District’s libraries have been purchased based on positive reviews or inclusion in respected reading lists. Every effort is made to insure the appropriateness of each selection. The District is not responsible for inappropriate titles that are downloaded by students, parents, or guardians.
- Students may not download books or shop at school. Students who do not have wireless networks at home must make arrangements with the librarian to download books.
- Use of personal devices will be monitored; this is not a violation of a student’s right to privacy.
- Students who violate the rules governing the use of personal devices will lose their privileges.
- The use of a personal device is a privilege. Crawford ISD retains the right to withdraw that privilege at any time for any reason deemed appropriate and for any length of time deemed appropriate.
- Revisions to the policies governing the use of personal devices will be made as necessary and posted on the District website.

Signatures

High School students who have returned a “Student Permission Form” signed by their parents/guardians do not need to complete the following signature pages. All other students along with their parents/guardians must complete the following signature pages (pages 7 and 8 of this document).

REQUIRED SIGNATURES

I understand and will abide by the provisions and conditions listed as rights, responsibilities, and official code of conduct for electronic services at Crawford ISD. I understand that any violations of the above provisions may result in disciplinary action, the revoking of electronic access, and appropriate legal action. I also agree to report any misuse of the information system or systems to the Crawford ISD teacher/technologist/administrator in charge. Misuse can come in many forms, but can be viewed as any messages sent or received that indicate or suggest pornography, criminal or illegal activity, unethical or illegal solicitation, racism, sexism, inappropriate language, cyberbullying, and other issues described in the official code of conduct. All the rules of conduct described in the campus publication entitled "Crawford ISD Official Code of Conduct for Technology" apply when I am using Crawford ISD electronic information resources and/or access. I understand that Crawford ISD retains the right to withdraw access privileges at any time for any reason or for no reason at all.

Student Signature _____ Date _____

PARENT OR GUARDIAN. Students must have the signature of a parent or guardian who has read this contract.

Student Name (please print) _____

As a parent or guardian of this student, I have read this acknowledgment of the rights and responsibilities for use of technology at Crawford ISD. I understand that electronic information resources are made available by the campus for educational purposes. I understand that it is impossible for Crawford ISD to restrict access to all controversial materials that may be found on electronic networks, and I will not hold Crawford ISD /teacher/technologist/administrator responsible for materials acquired on the network. I also agree to report any misuse of the information system to the Crawford ISD teacher/technologist/administrator. Misuse can come in many forms, but can be viewed as any messages sent or received that indicate or suggest pornography, criminal or illegal activity, unethical or illegal solicitation, racism, sexism, inappropriate language, cyberbullying, and other issues described in the official code of conduct.

I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give my permission to allow access for my child and certify that the information contained on this form is correct.

Parent/Guardian Signature _____ Date _____

You must also complete page 8 (World Wide Web Publishing).

World Wide Web Publishing

Crawford Independent School District maintains the website *www.crawford-isd.net*, giving information about our school and showing many of the student activities both in and out of the classroom. In order for pictures involving your child to be included in the website, we will require your permission to include his/her picture and/or name. Please indicate your preference regarding including your child in the Crawford Independent School District website.

Check one:

I will allow my child, _____, to have his/her picture included in the Crawford Independent School District website.

I will NOT allow my child, _____, to have his/her picture included in the Crawford Independent School District website.

If you have said no to using your child's picture on the website, will you allow your child to be included in a team or group photo? Individual names will NOT be used in team or group photographs. Examples: 2009 Varsity Football Team, Beta Club, FFA

Please circle: YES NO

Check one:

I will allow my child, _____, to have his/her name included in the Crawford Independent School District website.

I will NOT allow my child, _____, to have his/her name included in the Crawford Independent School District website.

Parent/Guardian Signature _____ Date _____