

# G. C. Burkhead Elementary School

## SBDM Council Policy

### Policy 18.03a

CURRICULUM AND INSTRUCTION

HCAR 08.2323

R/97

- Instruction -

#### STUDENTS-INFORMATION-TELECOMMUNICATIONS AND NETWORKED SERVICES

#### **G.C.Burkhead SBDM adopts the HCS Policy**

##### A. PROGRAM DEVELOPMENT

In order to match electronic resources as closely as possible to the approved district curriculum, district personnel will review and evaluate resources in order to offer "home pages" and menus of materials which comply with Board guidelines listed in Board Policy 8.2322, 8.233 and 8.234 governing the selection of instructional materials. In this manner, staff will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the district curriculum. All students will be informed by staff of their rights and responsibilities as users of the district network prior to gaining access to that network, either as an individual user or as a member of a class or group.

As much as possible, access to district information resources will be designed in ways which point students to those which have been reviewed and evaluated prior to use. While students may be able to move beyond those resources to others that have not been evaluated by staff, they shall be provided with guidelines and lists of resources particularly suited to the learning objectives. Students may pursue electronic research independent of staff supervision only if they have been granted parental permission and have submitted all required forms. Permission is not transferable and may not be shared.

## B. INTERNET RULES

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege - not a right. Access entails responsibility.

Individual users of the district computer networks are responsible for their behavior and communications over those networks. This includes groups of onlookers who might be watching what the individual user is doing at the workstation.

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It is presumed that users will comply with district standards and will honor the agreements they have signed. Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private. All schools' web pages will be registered at the official Hardin County Schools' web address, <http://www.hardin.k12.ky.us>.

Within reason, freedom of speech and access to information will be honored. In an effort to reduce the possibility of inappropriate material being accessed through the district network, a filtering software has been purchased and installed within the district. During school, teachers of younger students will guide them toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

The following are not permitted:

- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting or attacking others
- Attempts to contact strangers on the network regarding non-school related issues, unless pre-approved by the teacher (i.e. penpals, writing projects, etc.)
- Damaging computers, computer systems or computer networks
- Violating copyright laws
- Using another's personal password
- Revealing one's login name or password to anyone
- Trespassing in another's folders, work or files
- Intentionally wasting limited resources
- Employing the network for commercial purposes
- Intentionally loading viruses onto district computers, diskettes, or networks

### C. SANCTIONS

1. Violations may result in a loss of access
2. Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior.
3. When applicable, law enforcement agencies may be involved.

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## **Hardin County Public Schools Student Computer/Internet/Electronic Mail Permission Form**

During normal classroom activities students will be using the internet and electronic mail under staff supervision. ***Filtering software is installed on all networked computers.*** The following permissions allow children to have access ***independent of direct staff supervision.***

### **Internet Use**

As parent/legal guardian of the student signing below, I grant permission for my child to access the Internet, independent of direct staff supervision. I have read and agree to Section XXV of the Student Code of Conduct Handbook. I understand that Hardin County Schools are using a

filtering software that helps limit the access of inappropriate material, but also understand that the possibility still exists that inappropriate information may occasionally get past the filter; therefore, I agree to accept responsibility for guiding my child and conveying to him/her appropriate standards for selecting, sharing, and or exploring information on the Internet. I understand that violations may result in a loss of access as well as other disciplinary or legal action.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name (Please Print):

Student's School:

Grade:                      Date of Birth:

Parent/Guardian of student under 18

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Name (Please Print): \_\_\_\_\_

**Electronic Mail Use**

As parent/legal guardian of the student signing below, I grant permission for my child to access electronic mail, independent of direct staff supervision. I have read and agree to Section XXV of the Student Code of conduct Handbook. I understand that electronic mail can be sent around the world, and I accept responsibility for guiding my child and conveying to him/her appropriate standards for construction and sending electronic mail, including appropriate language and topics. I understand that violations may result in a loss of access as well as other disciplinary or legal action.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name (Please Print):

Student's School:

Grade:                      Date of Birth:

Parent/Guardian of student under 18

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Name (Please

Print): \_\_\_\_\_