

**Eastbrook Community Schools Policy on:**  
**Acceptable Use of District-Provided Access to**  
**Electronic Information, Services, and Networks**  
**and Client Account**  
**Application**

**Educational Purpose**

Freedom of expression is an inalienable human right and the foundation for self-government. Freedom of expression encompasses the right to freedom of speech and the corollary right to receive information. Such rights extend to minors as well as adults. Schools facilitate the exercise of these rights by providing access to information regardless of format or technology. In a free and democratic society, access to information is a fundamental right of citizenship.

In making decisions regarding student access to the Internet, the Eastbrook Community Schools considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the Internet enables students to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The District expects that faculty will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its use. As much as possible, access from school to Internet resources should be structured in ways that point students to those that have been evaluated prior to use. While students will be able to move beyond those resources to others that have not been previewed by staff, they shall be provided with guidelines and lists of resources particularly suited to learning objectives.

Outside of school, families bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media.

With access to computers and the Internet also comes the availability of material that may not be considered to be of educational value in the context of the school setting. The Eastbrook Community Schools Corporation has established guidelines that restrict access to controversial materials. However, on a global network it is impossible to control access to all materials and one may discover controversial information. We firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure

material that is not consistent with the educational goals of the Eastbrook Community Schools.

### **Terms and Conditions**

Students utilizing District-provided Internet access must first have the permission of and must be supervised by the Eastbrook Community Schools' professional staff. Students utilizing school-provided Internet access are responsible for good behavior on-line just as they are in a classroom or other area of the school. The same general rules for behavior and communications apply.

The purpose of District-provided Internet access is to facilitate communications in support of research and education. To remain eligible as users, students' use must be in support of and consistent with the educational objectives of the Eastbrook Community Schools. Access is a privilege, not a right. Access entails responsibility.

Users should not expect that files stored on school-based computers will always be private. Electronic messages and files stored on school-based computers may be treated like school lockers. Administrators and faculty may review files and messages to maintain system integrity and insure that users are acting responsibly.

The following uses of school-provided Internet access are not permitted:

- a. to access, upload, download, or distribute pornographic, obscene, or sexually explicit material;
- b. to transmit obscene, abusive, sexually explicit, or threatening language;
- c. to violate any local, state, or federal statute;
- d. to vandalize, damage, or disable the property of another individual or organization;
- e. to access another individual's materials, information, or files without permission; and,
- f. to violate copyright or otherwise use the intellectual property of another individual or organization without permission;
- g. to use the network for financial or commercial gain;
- h. to degrade or disrupt equipment or network performance;
- i. to wastefully using finite resources;
- j. to gain unauthorized access to resources or entities;
- k. to invade the privacy of individuals;

- l. to use an account owned by another user;
- m. to post communications without the author's consent;
- n. to post anonymous messages;
- o. to willfully spread computer viruses; or
- p. to use pseudonyms or anonymity.

Personal attacks are not an acceptable use of the network at any time. The Eastbrook Community Schools Corporation does not officially endorse any opinions stated on its network. Any statement of personal belief is implicitly understood to be representative of the author's individual viewpoint and not the view of the Eastbrook Community Schools Corporation, its administrator, or the participating schools.

Any violation of District policy and rules may result in loss of District-provided access to the Internet. Additional disciplinary action may be determined at the building level in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved.

Personal attacks are not an acceptable use of the network at any time. The Eastbrook Community Schools Corporation does not officially endorse any opinions stated on the network. Any statement of personal belief is implicitly understood to be representative of the author's individual viewpoint and not the view of the Eastbrook Community Schools Corporation, its administrator, or the participating schools.

The Eastbrook Community Schools makes no warranties of any kind, neither expressed nor implied, for the Internet access it is providing. The District will not be responsible for any damages users suffer, including, but not limited to, loss of data resulting from delays or interruptions in service. The District will not be responsible for the accuracy, nature, or quality of information stored on District diskettes, hard drives, or servers; nor for the accuracy, nature, or quality of information gathered through District-provided Internet access. The District will not be responsible for personal property used to access District computers or networks or for District-provided Internet access. The District will not be responsible for unauthorized financial obligations resulting from District-provided access to the Internet.

All users of the Eastbrook Community Schools network have the right to privacy in their communications. The exception to this right is that the local system administrator reserves the right to review accounts for communication and file content.

The Internet is not a completely secure environment. Though business is routinely conducted over the Internet, The Eastbrook Community Schools recommends that personal information, such as name, address, telephone number, credit card number, etc., should never be given over the Internet.

The Eastbrook Community Schools Corporation shall not be liable for:

- a. Information stored on school corporation diskettes, hard drives or servers.
- b. Information retrieved through school corporation computers, networks or on-line resources.
- c. Personal property used to access school corporation computers, networks or on-line resources.
- d. Unauthorized financial obligations resulting from use of school corporation resources/accounts to access the Internet.

All network users should be aware that it is possible to purchase goods and services via the Internet. These purchases could potentially result in unwanted financial obligations. As stated above, these financial obligations are not the liability of the Eastbrook Community Schools Corporation; they are, rather, the obligations of the individual user.

Network users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to the following:

- a. Be polite. Do not write or send abusive messages to others.
- b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- c. Do not reveal your personal address, phone number, etc., to anyone.
- d. Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.

- e. Do not use the network in such a way that you would disrupt the use of the network by other users (e.g. downloading huge files during prime time; sending mass e-mail messages; annoying other users using the talk or write functions).
- f. All communications and information accessible via the network should be assumed to be private property.

The Eastbrook Community Schools Corporation makes no warranties of any kind, whether expressed or implied, for the service it is providing. Eastbrook Community Schools Corporation shall not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by it's own negligence or user errors or omissions. Use of any information obtained via the Eastbrook Community Schools network is at the user's risk. The Eastbrook Community Schools Corporation specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Eastbrook Community Schools network, you must notify the system administrator at once. Users must not demonstrate the problem to other users. Users must use only their own account. Use of another user's account will result in loss of network access. Users must never reveal their password to any other individual. Attempts to log in to the system as any other user will result in cancellation of user privileges. Attempts to login to the system as the system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network.

### **Parent Information for Supervision**

Parents of students in the Eastbrook Community Schools shall be provided with the following information:

- The Eastbrook Community Schools Corporation is pleased to offer its students access to the Internet. The Internet is an electronic highway connecting hundreds of thousands of computers and millions of individual users all over the world. This computer technology will help propel our schools through the communication age by allowing students and staff to access and use resources from distant computers, communicate and collaborate with other individuals and groups around the world, and significantly expand

their available information base. The Internet is a tool for life-long learning.

- Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. In addition, it is possible to purchase certain goods and services via the Internet which could result in unwanted financial obligations for which a student's parent or guardian would be liable.
- While the District's intent is to make Internet access available in order to further educational goals and objectives, students may find ways to access other materials as well. Even should the District institute technical methods or systems to regulate students' Internet access, those methods could not guarantee compliance with the District's acceptable use policy. That notwithstanding, the District believes that the benefits to students of access to the Internet exceed any disadvantages. Ultimately, however, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Toward that end, the Eastbrook Community Schools makes the District's complete Internet policy and procedures available on request for review by all parents, guardians, and other members of the community; and provides parents and guardians the option of requesting for their minor children alternative activities not requiring Internet use.

NOTICE: This policy and all its provisions are subordinate to local, state, and federal statutes.

---