

STUDENT RESPONSIBLE USE OF NETWORK AND ELECTONIC MEDIA AGREEMENT

Parent/Guardian Permissions

Parent/guardian permission is required for students under the age of eighteen to participate in some school related activities. Please review the explanations of each of the permissions listed. A *Student Responsible Use of Network and Electronic Media Agreement/Parent/Guardian Permissions Form* will be provided by your student's school to grant or deny permissions in each of these areas. If no signature is provided, the choice will be recorded as a NO.

A. Student Responsible Use and Independent Internet Access

We are pleased to offer students of the Bartlett City Schools access to district electronic resources. Our goal in providing this service is to promote educational excellence in our system by facilitating resource sharing, innovation, and communication. Electronic resources provide students with access to vast amounts of information and numerous opportunities for communication.

Our intent is to make Internet access available to further educational goals and objectives. However, parents/guardians should be warned that if students disregard the guidelines of the school and/or system, they may find ways to access materials via the Internet which may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages.

Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, Bartlett City Schools support and respect each family's right to decide whether or not to approve independent Internet access and communication. **In accordance with BCS policy #1021 and to gain independent access to the Internet, all students under the age of 18 must obtain parental/guardian permission and must sign and return the *Student Responsible Use of Network and Electronic Media Agreement/Parent/Guardian Permissions Form* to the Principal or designee. Students over 18 may sign their own forms.**

Student Responsibilities

Electronic resources are provided for students to enhance the learning experience. Access to services is given to students who agree to act in a responsible manner. Parent/guardian permission is required for independent access. Student use must be consistent with the educational objectives of Bartlett City Schools.

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

If a student observes any illegal activities or misuse of the network, he/she shall report these activities to their supervising teacher.

Computer, network, and cloud storage areas will be treated like school lockers. Network and/or school administrators and teachers may review files, bookmarks, and communications under the same standards set for school lockers to insure integrity of electronic media. Privacy is not guaranteed for files stored on District computers, servers, or in the cloud, nor will they be maintained indefinitely.

School and Parent Responsibility

Within reason, freedom of speech and access to information will be honored. During school, teachers will guide students toward appropriate materials. Outside of school and with independent access, parents/guardians bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, social media, and other potentially offensive media.

Schools will insure that procedures for access and standards of conduct regarding Internet use are communicated to students through appropriate instruction on Internet Safety. It is presumed that students given access will comply with District standards and will honor the agreements they have signed. The District cannot be responsible for ideas and concepts that a student may gain by his or her inappropriate use of the Internet.

District Electronic Access and Internet Rules

The following are not permitted and will result in disciplinary action:

-Violating existing Board policy including, but not limited to, Policy #1021 or municipal, state, or federal statute

- Violating copyright laws
- Selling or purchasing illegal items or substances
- Using electronic resources for non-instructional purposes
- Using obscene language
- Sending or displaying offensive messages or pictures
- Harassing, insulting, threatening, or attacking others
- Making damaging or false statements about others
- Intentionally spreading viruses or malicious software
- Sharing personal login information or using another person's login
- Publishing personal information (name, address, photograph) without teacher/parent consent or approval
- Using an email account at school other than one provided by the District
- Using District-provided email for non-instructional purposes, including but not limited to impersonating others or for sending anonymous email
- Using personal electronic devices at school without appropriate permission
- Attempting to bypass network security to gain unauthorized access to information, pursue "hacking," or attempting to access information protected by privacy laws
- Using the network for commercial purposes or promoting a personal business, non-government related fund raising, or solicitation for religious purposes or lobbying
- Intentionally wasting limited resources

Sanctions

The use of BCS electronic resources is a privilege, not a right, and inappropriate use will result in cancellation of privileges and may lead to disciplinary action including suspension or expulsion. Access entails responsibility. System administrators will deem what is inappropriate use, and their decision is final.

Additional disciplinary action may be determined at the local school level in keeping with existing procedures and practices regarding inappropriate language or behavior. When applicable, law enforcement agencies or legal action may be involved.

B. Web Publishing

Bartlett City Schools' web site has been established as a dynamic forum to educate and inform the public. It serves as a communication vehicle to publicize goals, accomplishments, activities, and services of the District and of each school. Intended audiences include: students, parents, prospective parents, employees, prospective employees, and the community at large. All content contained on the web site is consistent with the educational aims of the District. **In accordance with BCS policy #1022, student work will not be published on any Bartlett City Schools web site without the express consent of the parent or guardian of a minor student (those under 18 years of age). This permission is indicated on the *Student Responsible Use of Network and Electronic Media Agreement/Parent/Guardian Permissions Form*.**

In order to safeguard students, the following procedures have been established:

1. The name of a student will not be published in conjunction with a picture or video of that student on any Bartlett City Schools' web site unless there is a special reason for doing so, such as recognition for receiving an award. Likewise, personal information about students will not be published. (Bartlett City Schools Policy #1022)
2. Student work may be published on a Bartlett City Schools' web site under the following guidelines;
 - Grades K-8 – Authors of electronically published work may be identified only by first name. Schools may choose to let students adopt "net names."
 - Grades 9-12 – Authors of electronically published work may be identified by first and last name.
 - All student work published must pertain to a class project, course, or other school-related activity.

C. Public Media

Bartlett City Schools periodically issues information or permits media coverage to highlight student accomplishments. This may include, but not limited to, a student making the honor roll, taking part in a school activity, receiving an award, or participating in sports. In addition, BCS may want to use your child's photograph, likeness, voice, or student work for promotional and educational reasons, such as in publications, posters, brochures, and newsletters, on the District or school website, radio station or Cable TV channel, or at community fairs or district special events. **In accordance with BCS policies # 1021 and 1022, Bartlett City Schools student pictures, video, likeness, voice, names, or student work will not be released to the public media without the express consent of the parent or guardian of a minor student (those under 18 years of age). This permission is indicated on the *Student Responsible Use of Network and Electronic Media Agreement/Parent/Guardian Permissions Form*.**