

SHREWSBURY PUBLIC SCHOOLS

POLICY FAMILY	RESPONSIBILITIES OF STUDENTS	713
<p><u>713.</u></p> <p>Internet Acceptable Use</p> <p>Adopted 1/23/02 Amended 11/28/12 Revised 5/1/13</p>	<p>The Shrewsbury School Committee encourages the use of information technology to assist in preparing students for success in life and work by providing access to a wide range of information and the ability to communicate with others. Information technology will be used to increase communication, enhance productivity, and assist students and staff in upgrading existing skills and acquiring new skills. The system/ network will also be utilized to provide relevant school information to the community.</p> <p>The Shrewsbury Public Schools is pleased to offer its student’s access to the Internet and other electronic networks. The advantages afforded by the rich, digital resources available today outweigh the disadvantages. However, it is important to realize that access is a privilege, not a right, and carries with it responsibilities for all involved.</p> <p>The Shrewsbury Public Schools must comply with state and federal guidelines, which may have to be more restrictive. In accordance with the Children’s Internet Protect Act (CIPA), the district employs the use of specialized filtering software that monitors Internet traffic and blocks inappropriate web sites.</p> <p>The primary responsibility to students is their safety. Hence, as teachers use existing and new tools such as blogging, podcasting, and other web interactive resources, the explanations that all of these activities are extensions of our classrooms. Therefore the Shrewsbury Public Schools has developed and included Acceptable Use Policies in our student handbooks. In order to obtain access privileges, students and parents are required to sign-off on these handbooks, including a disclaimer that they understand and pledge to comply with Acceptable Use Policy. Staff is required to sign Employee Acceptable Use Agreement as part of the employee orientation program.</p> <p>Because information technology is constantly changing, not all situations can be anticipated or addressed in a policy. The acceptable use policy will be reviewed annually with students by staff. All users are expected to understand and comply with both the “letter” and the “spirit” of this policy and show good judgment in their use of these resources. Violations of the agreement may result in disciplinary action.</p> <p>Elementary Grades K-2 Acceptable Use Agreement: Using the computer correctly is a very important job. I promise to follow these rules.</p> <ul style="list-style-type: none"> ● I promise to use the Internet and computers for my schoolwork only. ● I promise to stay on the web pages that my teacher shows me. ● I promise to ask for help if I don’t know what to do. ● I promise to never give my picture, my name, address, home phone number or the name of my school on the Internet. <p style="text-align: right;">Continued on the next page</p>	

SHREWSBURY PUBLIC SCHOOLS

POLICY FAMILY	RESPONSIBILITIES OF STUDENTS	713
<p><u>713.</u> Internet Acceptable Use</p> <p>Adopted 1/23/02 Amended 11/28/12</p>	<ul style="list-style-type: none"> ● I promise to tell my teacher if I read or see something on the Internet that makes me feel uncomfortable. ● I understand network files are not private. Teachers may view the contents at any time. ● I promise to respect all school computers and use them correctly. <p>Now that I have made these promises, I will sign my name to show that I will follow these rules. If I break my promise I will not be able to use the computers or other instructional technology equipment.</p> <p>Elementary Grades 3-4 Acceptable Use Agreement:</p> <ul style="list-style-type: none"> ● I will promise to use the Internet and computers for educational purposes. ● I will only use the computers and Internet after obtaining my teacher’s permission. ● I will only use bookmarked sites unless my teacher or another authorized adult supervises my use of a search engine for approved research. ● I will not use e-mail, enter any chat rooms or use instant messaging without permission from my teacher. ● I will always treat people online with respect and treat them as I would like to be treated. ● I will respect the rights of copyright owners and will not plagiarize work that I find on the Internet. ● I will respect all school hardware and never load software or do anything to damage any equipment. ● I will tell my teacher right away if I come across any information that makes me feel uncomfortable. ● I will not leave an account open or unattended or trespass into anyone else’s files, folders, or work. <ul style="list-style-type: none"> ● I understand network files are not private. Network administrators may view the contents at any time in order to maintain system integrity. ● I will never send any personal information about me or anyone else without first checking with my teacher. Personal information includes pictures, names, addresses, e-mail addresses, home phone numbers or location of my school. 	

Continued on the next page

SHREWSBURY PUBLIC SCHOOLS

POLICY FAMILY	RESPONSIBILITIES OF STUDENTS	713
<p><u>713.</u> Internet Acceptable Use</p> <p>Adopted 1/23/02 Amended 11/28/12</p>	<ul style="list-style-type: none"> ● I understand network files are not private. Network administrators may view the contents at any time in order to maintain system integrity. ● I will never send any personal information about me or anyone else without first checking with my teacher. Personal information includes pictures, names, addresses, e-mail addresses, home phone numbers or location of my school. <p>I understand that all school rules apply while I am using the Internet and computers. If I do not follow these rules, I may lose my Internet privileges, be subject to disciplinary action, and may need to attend a meeting with my parents, teacher, and principal.</p>	